

MOUNTAIN LAKES BOARD OF EDUCATION
MINUTES OF REGULAR MEETING
Monday, December 10, 2007

The Regular Meeting of the Mountain Lakes Borough Board of Education was held on Monday, December 10, 2007 at 7:30 p.m. at the Mountain Lakes High School.

Daniel A. Borgo
Business Administrator/Board Secretary

Roll Call:

Present: Mrs. Boertzel
Mr. Cohen
Mrs. Dawson
Mr. Gniewek
Mr. Munday
Mr. Stokes
Mrs. Wall
Ms. Wolfe
Mr. Barnes, Boonton Township Representative
Absent: Mrs. Brennan

Also present: Dr. Kazmark, Superintendent, Amal Hussein, 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 Morris County Daily Record.

REPORT OF STUDENT REPRESENTATIVES

Liz Stainton and Arielle Wolfson reported that the AFG will be meeting tomorrow to work on setting goals for upcoming years. The Holiday Concert is scheduled on December 13 with a dinner by the Friends of the Arts prior to the concert. Representative Freylinghusen is coming to

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speak to the high school Government class on December 14. The finals of the volleyball mania tournament will be held on December 21 and at the volleyball tournament held on December 5 over \$2,000 was raised for the Farrell family. The bench and tables have been delivered for the courtyard. Winter sports have started.

EXECUTIVE SESSION

Motion by Mr. Gniewek, seconded by Mrs. Wall, to adopt a Resolution to enter into Closed Session for the discussion of litigation and student confidentiality issues. Resolution was duly read and the Board entered into Executive Session at 7:36 p.m.

Motion carried by unanimous roll call vote 9-0.

RETURN TO PUBLIC SESSION

Motion by Mr. Munday, seconded by Mrs. Wall, that the Board return to Public Session at 8:00 p.m.

Motion carried 9-0.

COMMENTS AND REQUESTS FROM MLEA PRESIDENT

Amal Hussein reminded the Board that the BOE/MLEA Winter Party is scheduled on January 10. Ms. Hussein asked if there is a cap on the amount of mileage reimbursement to be approved for attendance at workshops and whether staff members can be required to carpool.

Discussion took place regarding the policy for mileage reimbursement. Ms. Hussein discussed a situation where three staff members from different parts of the state were asked to carpool. Dr. Kazmark advised that with any workshop there is a limited amount that is budgeted and decisions as to reimbursement are at the discretion of the administrator. It was noted that this is not an issue for Board discussion but should be discussed at an MLEA negotiations session.

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.

Dr. Kazmark responded to the question raised by a member of the public, Fred Kanter, at the last meeting about what the district is doing to comply with the gifted and talented requirements of the State. Dr. Kazmark advised that the district not only is meeting all the requirements for gifted and talented education, but is exceeding those requirements.

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CONSIDERATION OF MINUTES

Motion by Mrs. Wall, seconded by Mrs. Dawson, to approve the minutes of the Regular Meeting of November 19, 2007 as presented.

Motion carried by roll call vote 7-0-2 (Abstain-Mr. Gniewek, Mr. Barnes).

Motion by Mr. Stokes, seconded by Mrs. Wall, to approve the minutes of the Executive Session of November 19, 2007 as presented.

Motion carried by roll call vote 7-0-2 (Abstain-Mr. Gniewek, Mr. Barnes).

COMMUNICATIONS

Dr. Kazmark advised that there has been a flurry of communications with regard to the new funding formula but no further clarification has been received.

Mr. Borgo advised that the New Jersey State Health Benefits Plan is working on modifying the State benefit plan that would result in a significant savings.

Dr. Kazmark advised that a good response was received to the drug survey, it is currently being analyzed and there will be a presentation to the Board in January and February.

COMMITTEE REPORTS

PROGRAM COMMITTEE

Mrs. Wall reported on the presentation on the revised learning strategies curriculum that includes transition and self-advocacy instruction and career related instruction. The committee also discussed with Bob Reid and Lindsay Kieley the possibilities for testing at the elementary level for gifted and talented.

SPECIAL EDUCATION COMMITTEE

Mrs. Wall advised that the committee will be meeting on December 17 to discuss the implementation of the 8-week cycle in transition curriculum for freshmen.

POLICY COMMITTEE

Mrs. Dawson advised that the committee met today and will be presenting a number of revised policies for first reading in January. In accordance with QSAC requirements a notation will be made at the bottom of the policies of the last review date.

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COMMITTEE REPORTS continued

HOME AND SCHOOL ASSOCIATION

Mr. Gniewek advised that it was incorrectly reported at the November meeting that the money from the Bake Sale was donated to the Farrell family.

TRAFFIC COMMITTEE

Mr. Munday advised that for the next meeting of the Traffic Committee members have been asked to bring their goals for 2008.

BOONTON TOWNSHIP REPORT

Mr. Barnes advised that James Dilala, 7-8th grade teacher has resigned and accepted a position as Vice Principal in Denville.

Mrs. Boertzel thanked Mr. Barnes and the Boonton Township Board of Education for hosting the Joint Dinner Meeting at Casa Bella on December 6.

**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 Mrs. Dawson, seconded by Mrs. Wall, to approve the following changes in students in the Lake Drive School Program :

LD218 East Orange	Regular Program	Effective 11/15/07
LD219 Clifton	Regular Program	Effective 11/26/07
LD220 Franklin Twp.	Regular Program	Effective 11/19/07

282-07
Change in
Lake Drive
School
Enrollment

Motion carried by unanimous roll call vote 8-0.

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

283-07
Board
Secretary's
Report

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, that the Report of the Treasurer of School Monies for the month of September 2007 be approved.

284-07
Treasurer of
School Monies
Report

Motion carried by unanimous roll call vote 9-0.

Motion by Mr. Stokes, seconded by Mrs. Wall, 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 9/30/07.

285-07
Transfers

Motion carried by unanimous roll call vote 9-0.

Motion by Mr. Stokes, seconded by Mrs. Wall, that the Board Secretary's Report for the month of October 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.

286-07
Board
Secretary's
Report

Motion carried by unanimous roll call vote 9-0.

Motion by Mr. Stokes, seconded by Mrs. Wall, that the Report of the Treasurer of School Monies for the month of October 2007 be approved.

287-07
Treasurer of
School Monies
Report

Motion carried by unanimous roll call vote 9-0.

Motion by Mr. Stokes, seconded by Mrs. Wall, 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 10/31/07.

288-07
Transfers

Motion carried by unanimous roll call vote 9-0.

Motion by Mr. Gniewek, seconded by Mrs. Wall, that the Check Register for the month of November 2007 be approved for payment as follows:

289-07
Check
Register

(1) Hand Checks	Check #8035 through #8041	\$82,100.86
(2) Wire Transfers		\$2,627,373.12
(3) Computer Checks	Check #61838 through #61997	\$284,444.59
	Total	\$2,993,918.57

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

Motion carried by unanimous roll call vote 9-0 (Mr. Munday abstained with respect to No. 07-1063 and 07-1255).

Motion by Mr. Gniewek, seconded by Mrs. Wall, to approve the settlement agreement between the Mountain Lakes Board of Education and E.R. on behalf of A.C.R., a minor.

313-07
Approval
Settlement
Agreement

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:

290-07
Tuition
Reimbursement

Amal Hussein Montclair State University Education Law 3 credits
Wildwood

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mrs. Wall, to accept the resignation of **Denise Brennan**, as Mountain Lakes Board Member, effective December 10, 2007, with appreciation for her service.

291-07
Board
Member
Resignation

Mrs. Brennan was commended for her tireless contributions for many years to the school district and the community.

Motion carried by unanimous roll call vote 9-0.

292-07
Personnel
Resignation

Motion by Mrs. Dawson, seconded by Mrs. Wall, to accept the resignation of **Paula Nicolai**, Teacher of the Deaf at Lake Drive, effective December 14, 2007, with appreciation for her service.

Motion carried by unanimous roll call vote 8-0.

293-07
Personnel
Resignation

Motion by Mrs. Dawson, seconded by Mrs. Wall, to accept the resignation of **Joanne Catlett**, 3rd Grade Maternity Leave Replacement Teacher at Wildwood, effective December 14, 2007, with appreciation for her service.

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 accept the resignation of **Sean Dolan**, as Head Wrestling Coach at MLHS for the 2007-2008 school year, with appreciation for his service.

294-07
Personnel
Resignation

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Dawson, seconded by Mrs. Wall, to approve the out of district placement of **#07-103** at the Kiel Avenue School preschool program, Kinnelon, NJ effective December 10, 2007 to June 2008 at an annual tuition cost of \$14,000, pro-rated for a total cost of \$9,800 for the 2007-2008 school year.

295-07
Out of District
Placement

Motion carried by unanimous roll call vote 8-0.

Motion by Mr. Gniewek, seconded by Mrs. Dawson, to approve home instruction for **#07-106**, grade 12, Boonton Township, effective December 6, 2007 for approximately two weeks. Instructor: Rosa-Marie Mazzeo.

296-07
Home
Instruction

Motion carried by unanimous roll call vote 9-0.

Motion by Mr. Gniewek, seconded by Mrs. Dawson, to approve the horizontal movement on the salary guide for **Joann Sassone**, teacher at Lake Drive School, from MA Step 15 to MA30 Step 15 at a salary of \$77,484 effective retroactive September 1, 2007.

297-07
Personnel
Horizontal
Movement on
Salary Guide

Motion carried by unanimous roll call vote 8-0.

Motion by Mr. Gniewek, seconded by Mrs. Dawson, to approve the horizontal movement on the salary guide for **Marianne Bylo**, teacher at Lake Drive School, from MA Step 15 to MA30 Step 15 at a salary of \$77,484 effective retroactive September 1, 2007.

298-07
Personnel
Horizontal
Movement on
Salary Guide

Motion carried by unanimous roll call vote 8-0.

Motion by Mr. Gniewek, seconded by Mrs. Dawson, to approve payment for writing of the following new curricula for Lake Drive School. All costs to come from the DEPA Grant:

299-07
Personnel
Extra Pay

Diane Hewitt	Science of Nutrition	Full Year	\$1200
Ellen Buechner	Life Skills Mathematics	Full Year	\$1200
Marion Clark	Film II	Full Year	\$1200

Motion carried by unanimous roll call vote 8-0.

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REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

Motion by Mr. Gniewek, seconded by Mrs. Dawson, to approve payment to **Avron Stoloff**, for providing 35 hours of service on PowerSchool, for a total cost of \$1,421.86.

300-07
Personnel
Extra Pay

Motion carried by unanimous roll call vote 8-0.

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

301-07
Personnel
Reimbursement
Approval

Motion carried by unanimous roll call vote 8-0.

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

302-07
Personnel
Reimbursement
Approval

Motion carried by unanimous roll call vote 8-0.

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

303-07
Personnel
Reimbursement
Approval

Motion carried by unanimous roll call vote 8-0.

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

304-07
Personnel
Reimbursement
Approval

Motion carried by unanimous roll call vote 9-0.

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

305-07
Credit Movement
and Stipend
Approvals for
Teacher Institute

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Dawson, seconded by Mrs. Wall, to approve the appointment of **Denise Catania**, as Paraprofessional at Lake Drive School, effective December 11, 2007, Step 1 on the Paraprofessional's Guide, 6 hours a day at a hourly rate of \$11.87, pro-rated, pending New Jersey Criminal Background check. All costs to be paid by sending district.

APPROVED MINUTES OF REGULAR MEETING
December 10, 2007

REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mrs. Wall, to approve a maternity/child care leave return for **Rebecca Santana**, third grade teacher at Wildwood School, effective January 2, 2008 instead of January 14, 2008 as previously approved at the 6/18/07 board meeting.

307-07
Personnel
Maternity/Child
Care Leave
Revision

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mr. Gniewek, to approve **Lori Yusack** and **Katherine Cass**, both from Bloomsburg University, to serve as student teachers at Lake Drive for 16 weeks, starting mid-January, 2008.

308-07
Personnel
Non-Pay
Appointments

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mr. Gniewek, to approve **Andrea Zubalsky**, from Montclair State University, to serve as an Intern in the Audiology Department at Lake Drive for the 2008 Spring semester.

309-07
Personnel
Non-Pay
Appointment

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mr. Gniewek, to approve **P.J. Scriffignano** to serve as a volunteer Ice Hockey Coach at Mountain Lakes High School for the 2007-2008 season, pending New Jersey Criminal Background check.

310-07
Personnel
Volunteer
Appointment

Motion carried by unanimous roll call vote 9-0.

Motion by Mr, seconded by Mr, to approve the following list as substitute teachers for the district for the 2007-2008 school year:

311-07
Personel
Substitute
Appointments

Maureen Odenwelder Interviewed and recommended by Mr. Reid

***Laure Meyer** “ “ Ms. Filiaci & Ms. Klimovitch

* Paraprofessional

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Dawson, seconded by Mr. Gniewek, to approve the appointment of **Janine Butler**, as a substitute paraprofessional for the district for the 2007-2008 school year, pending New Jersey Criminal Background check. Ms. Butler was interviewed and recommended by Ms. Filiaci.

312-07
Personel
Substitute
Appointment

Motion carried by unanimous roll call vote 9-0.

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REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

Motion by Mrs. Wall, seconded by Mr. Stokes, to approve **Tom Stainton** to serve as a volunteer Indoor Track Coach for the following students who will participate as individuals in the upcoming track season:

314-07
Personnel
Volunteer
Appointment

Chelsea Marone
Jackie Barlow

Brent Lewandowski
Kevin Rankin

Matt Muilenburg

Motion carried 8-1.

Motion by Mr. Munday, seconded by Mr. Stokes, to approve the Superintendent of Schools hiring a high school wrestling coach once a qualified candidate is recommended by the Athletic Director. The candidate may be approved at the next regular scheduled meeting of the Board pending New Jersey Criminal Background check.

315-07
Personnel
Appointment

UNFINISHED BUSINESS

Discussion took place regarding the need to complete the Superintendent's Evaluation and the Board Self-Evaluation. Dr. Kazmark will review possible formats to be used for the self-evaluation.

With regard to the Memorial Day Parade, Dr. Kazmark advised that he has spoken to Jen Danzinger about this and she is working with adults and students in the community to add a musical component to the parade. Dr. Kazmark noted that he understands the value of adding musical participation in the parade and he believes there will be a better showing from the high school this year. Mr. Munday requested that more specific information be provided on the steps being taken.

With respect to the vacancy on the Board created by Mrs. Brennan's resignation, Dr. Kazmark recommended that the Board follow the same procedure recently followed to fill a vacancy.

Discussion took place with regard to how to proceed in view of the upcoming election and the advantages of appointing a new member even if it will only be for a few months prior to the election. It was suggested that a letter to be sent to the community from the Superintendent advising of the vacancy and the consensus of the Board was in favor of proceeding with the letter.

Mr. Barnes left the meeting (9:25 p.m.).

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COMMENTS AND REQUESTS FROM MLEA PRESIDENT

Ms. Hussein had no further comments.

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. Stokes, seconded by Mrs. Dawson, to adopt a Resolution to enter into Closed Session for the discussion of contractual negotiation issues. Resolution was duly read and the Board entered into Executive Session at 9:32 p.m.

Motion carried by unanimous roll call vote 8-0.

Mr. Munday left the meeting.

ADJOURNMENT

Motion by Mr. Stokes, seconded by Mr. Gniewek, that meeting be adjourned at 9:46 p.m.

Motion carried 7-0.

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>
January 7, 2008	Regular Meeting	Mountain Lakes High School (7:30 p.m.)
January 10, 2008 (Thursday)	Annual BOE/MLEA Winter Party	Zeris Inn, Route 46 East Mountain Lakes, NJ (3 p.m. – 5:30 p.m.)
January 22, 2008 (Tuesday)	Regular Meeting	Mountain Lakes High School (7:30 p.m.)