

MOUNTAIN LAKES BOARD OF EDUCATION
MINUTES OF REGULAR MEETING
Thursday, September 6, 2007

The Regular Meeting of the Mountain Lakes Borough Board of Education was held on Thursday, September 6, 2007 at 7:30 p.m. at the Mountain Lakes High School.

Daniel A. Borgo
Business Administrator/Board Secretary

Roll Call:

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

Absent: Mr. Munday
Mrs. Wall

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 newspapers: the Citizen of Morris County and the Morris County Daily Record.

COMMENTS AND REQUESTS FROM MLEA PRESIDENT

Amal Hussein, MLEA President, commented that as far as she was aware, all schools had a smooth opening.

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.

APPROVED MINUTES OF REGULAR MEETING
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CONSIDERATION OF MINUTES

Motion by Mrs. Brennan, seconded by Mrs. Dawson, to approve the minutes of the Regular Meeting of August 13, 2007 as presented.

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

Motion by Mr. Stokes, seconded by Mrs. Dawson, to approve the minutes of the Executive Session of August 13, 2007 as presented.

Motion carried by roll call vote (Abstain-Messrs. Cohen, Gniewek).

COMMUNICATIONS

Dr. Kazmark spoke regarding a newspaper article about qualified teachers. He said that the newspaper published an incorrect percentage of Mountain Lakes teachers who are highly qualified. The Mountain Lakes School District has 100% highly qualified teachers. We are working with the State to correct the figures.

COMMITTEE REPORTS

FINANCE COMMITTEE

Mr. Stokes advised that he met with Mr. Borgo and discussed the budget for various outstanding projects, the approach to be taken for next year's budget, and the impact of Bill A-1 on the budget and negotiations.

FACILITIES COMMITTEE

Mark Prusina reported on the progress of the turf field project. He said that the soccer team wanted to play on the synthetic field, but additional work at the field needed to be done. A decision was made to anchor the goals and Field Turf has also made a recommendation on what type of paint to use. Mr. Prusina said that the tasks would be completed by next week.

FIT FOR LIFE COMMITTEE

Mrs. Brennan advised that the district will be participating in the International Walk to School Day on October 3. The Home and School Association will have hospitality tables set up at each school.

APPROVED MINUTES OF REGULAR MEETING
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**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 Mr. Stokes, to approve the fuel oil contract with Finch Fuel Oil for the 2007-2008 school year through the Central Morris Cooperative Pricing Consortium, at the following prices, as per the bid received on June 21, 2007:

043-07
Approval
Fuel Oil
Contract

Tank Wagon Price	+.0618 P/gallon
Transport Charge	+.0248 P/gallon

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mrs. Brennan, that the Board Secretary's Report for the month of June 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.

106-07
Board
Secretary's
Report

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mrs. Brennan, that the Report of the Treasurer of School Monies for the month of June 2007 be approved.

107-07
Treasurer of
School Monies
Report

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mrs. Brennan, that the transfers from anticipated surplus funds in designated line items of the 2007-2008 Budget to anticipated 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 6/30/07.

108-07
Transfers

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mrs. Brennan, that the Bills List for the month of July 2007, be approved for payment in the amount of \$156,416.69.

109-07
Bills List

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

Motion carried by unanimous roll call vote 8-0 (Mrs. Dawson abstained with respect to 07-601.)

Motion by Mr. Gniewek, seconded by Mr. Stokes, to adopt, at second reading, the following policies:

- #3000-3010 Concepts and Roles in Business; replaces #3000 Fiscal Planning and #3000 Financial Objectives
- #3100 Budget Planning, Preparation and Adoption; replaces #3100 Budget Preparation
- #3220/3230 State Funds/Federal Funds; revised
- #3240 Tuition Income; revised
- #3260/3270 Sale and Disposal of Books, Equipment and Supplies; Sale, Licensing and Rental of Property; replaces #3270 Disposition of Property and #3270 Lease of School Premises
- #3510 Operation and Maintenance of Plant; replaces #3510 Animals on School Property and #3510 Hygienic Management and #3510 Indoor Air Quality Standards
- #3514.1 Loan of School Equipment; renumbered from #3514
- #3516.2 Motor Vehicles on School Property; renumbered from #3515.2
- #3530 Insurance; replaces #3530 Property Insurance and #3530 Pupil Accident Insurance
- #5020 Role of Parents/Guardians; replaces #5020 Cooperation Between Parents and School, #5020 Parental Responsibilities and #5020 Rights of Parents
- #5113 Absences and Excuses; replaces #5113 Attendance, #5113 Tardiness, #5113 Late Arrival and Early Dismissal and #5113 Missing Children
- #5114 Suspension and Expulsion; replaces #5114 Suspension and #5114 Expulsion
- #5124 Reporting to Parents/Guardians; replaces #5124 Parent Conferences and #5124 Reporting Pupil Progress
- #5125 Student Records; replaces #5125 Pupil Records and #5125 Recruitment by Special Interest groups
- #5126 Awards for Achievement; replaces #5126 Athletic Awards and #5126 Honoring Pupil Achievement
- #9250.1 Board Member Indemnification; replaces #3530 Board Member Indemnification

110-07
Policy
Adoption

Revoke these policies:

- #3160 Purchases Not Budgeted
- #5127 Graduation and Yearbook Fees

Motion carried by unanimous roll call vote 8-0.

111-07
Lake Drive
Students

Motion by Mr. Gniewek, seconded by Mr. Stokes, to approve the attached list of Lake Drive Pre-school, Regular and Itinerant Program students for the 2007-2008 school year.

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

Motion carried by unanimous roll call vote 7-0.

Motion by Mr. Gniewek, seconded by Mr. Stokes, to approve the request of potential future resident #07-011, Emma Giustozzi, for admission to the Mountain Lakes School District prior to taking up full time domicile under the terms and conditions of the policy for future residents. The Board can reconsider or revoke this permission at any time on 30 days notice. Student will enter school on September 6, 2007. One month's tuition held in escrow.

112-07
Future Resident
Enrollment

Motion carried by unanimous roll call vote 7-0.

Motion by Mrs. Dawson, seconded by Mrs. Brennan, to approve the attached revised District Tax Resolution for the 2007-2008 School Year.

113-07
Revised District
Tax Resolution

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mrs. Brennan, that the Bills List for the month of July 2007, be approved for payment in the amount of \$798,940.34.

114-07
Bills List

Motion carried by unanimous roll call vote 8-0 (Mr. Stokes abstained with respect to 07-0802).

Motion by Mrs. Dawson, seconded by Mrs. Brennan, to approve reimbursement to the attached list of Board members in accordance with Policy #9250 – Travel and Related Expenses.

115-07
Travel
Reimbursement

Motion carried by roll call vote 7-0-1 (Abstain-Mr. Stokes).

Motion by Mrs. Dawson, seconded by Mrs. Brennan, to approve School Bus Drivers for the 2007-2008 school year as follows, provided that they maintain possession of a valid CDL (Commercial Driver's License) with the proper endorsements:

116-07
School Bus
Drivers

Richard Drager	\$16 per hour
Jeff Keith (ski team coach)	\$40 per day (when driving ski team) \$16 per hour (when driving <u>other</u> than ski team)
Chung Lee	OT rate as Lake Drive School Head Custodian
Joyce Greco	OT rate as Secretary to Superintendent of Schools

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

Motion carried by unanimous roll call vote 8-0.

117 -07
Non-Resident
Tuition
Student

Motion by Mrs. Dawson, seconded by Mrs. Brennan, to approve the following non-resident tuition student for the 2007-2008 school year:

Jamie Delgado Grade 11 #07-012

The student is the child of Kandy Delgado, a teacher at Mountain Lakes High School.

She was interviewed and recommended by Lew Ludwig.

Motion carried by unanimous roll call vote 8-0.

REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS

Dr. Kazmark advised that the opening day went exceptionally well at all of the schools today.

Anne Mucci gave a brief description of a workshop on butterflies that was conducted at the Great Meadows School today.

Dr. Kazmark distributed information with regard to the Teacher Institute and Mrs. Mucci discussed some of the offerings and the successful participation on the part of the staff.

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

118-07
Tuition
Reimbursement

Noreen Lazariuk MLHS	Montclair State University	Supervised Field Exp. Adm. & Supv.	3 credits
		Principal of Curriculum Development	3 credits
Patricia Filiaci Lake Drive	William Paterson University	Leadership in Learning Communities	3 credits
		Curriculum Design	3 credits
		School Management Functions	3 credits

APPROVED MINUTES OF REGULAR MEETING
September 6, 2007

REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

Motion by Mr. Stokes, seconded by Mrs. Brennan, to approve the following list of high school coaches for the 2007-2008 school year.

123-07
Personnel
Extra-Pay
Appointments

John Foscolo	Freshman Boys' Soccer Coach	Step 1, Year 1 - \$3,330
Randy Reeves	Assistant Girls Soccer	Volunteer

Motion carried by unanimous roll call vote 8-0.

Motion by Mr. Stokes, seconded by Mrs. Brennan, to approve the extra-pay appointment of **Roberta Lord**, to provide transportation coverage for Lake Drive students for the 2007-2008 school year at an hourly rate of \$27.24 for 5 hours per week.

124-07
Personnel
Extra-Pay
Appointment

Motion carried by unanimous roll call vote 7-0.

Motion by Mr. Stokes, seconded by Mrs. Brennan, to approve the extra-pay appointments of the following Lake Drive personnel for the 2007-2008 school year.

125-07
Personnel
Extra-Pay
Appointments

Deborah Caserta	LD Web Design – Technical Editor	Step 2, Year 1 - \$4,400.00
Denise Mastroieni	LD Web Design – Visual Editor	Step 2, Year 1 - \$4,400.00

Motion carried by unanimous roll call vote 7-0.

Motion by Mrs. Stokes, seconded by Mrs. Brennan, to approve the extra-pay appointment of **JoAnn Sassone**, teacher at Lake Drive, for working an additional 3 days of summer school, at her hourly rate.

126-07
Personnel
Extra-Pay
Appointment

Motion carried by unanimous roll call vote 7-0.

Motion by Mr. Stokes, seconded by Mrs. Brennan, to approve the extra-pay appointment of **Claudia Belotti**, Special Services teacher, for working an additional 4 days of summer school (1 hour per day), at her hourly rate.

127-07
Personnel
Extra Pay
Appointment

Motion carried by unanimous roll call vote 7-0.

Motion by Mrs. Dawson, seconded by Mr. Cohen, to approve the out-of-district placement of **#01-126**, 7th grader at the Craig School, Mountain Lakes, NJ, at a yearly tuition cost of \$28,400, for the 2007-2008 academic school year.

128-07
Out-of-District
Placement

APPROVED MINUTES OF REGULAR MEETING
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REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

Motion carried by unanimous roll call vote 7-0.

Motion by Mrs. Dawson, seconded by Mr. Cohen, to approve the out-of-district placement of **#99-409** at the Shepard High School, Morristown, NJ, at a yearly tuition cost of \$41,607, for the 2007-2008 academic school year.

129-07
Personnel
Extra-Pay
Appointments

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mr. Cohen, to revise August 13, 2007 board motion #091-07 for **Jennifer Moschella**, hired as a 6th grade Language Arts replacement teacher at Briarcliff for the 2007-08 school year, from BA Step 1 to MA Step 1 at an annual cost of \$47,583.

130-07
Personnel
Revision of
Motion

Motion carried by unanimous roll call vote 7-0.

Motion by Mrs. Dawson, seconded by Mr. Cohen, to rescind the maternity/child care leave of absence for **Debra Goldstein**, Special Education teacher at Wildwood School, as stated in June 18, 2007 board motion #522-06.

131-07
Personnel
Rescission of
Maternity/Child
Care Leave

Motion carried by unanimous roll call vote 7-0.

Motion by Mrs. Dawson, seconded by Mr. Cohen, to rescind the appointment of **Michael Somers**, as Teacher of the Deaf at Lake Drive as stated in August 13, 2007 board motion #085-07.

132-07
Personnel
Rescission of
Appointment

Motion carried by unanimous roll call vote 7-0.

Motion by Mrs. Dawson, seconded by Mr. Cohen, to rescind the appointment of **Heather Meyer**, as a paraprofessional at Lake Drive as stated in August 13, 2007 board motion #088-07.

133-07
Personnel
Rescission of
Appointment

Motion carried by unanimous roll call vote 7-0.

Motion by Mrs. Dawson, seconded by Mrs. Brennan, to rescind the appointment of **Benjamin Veal**, as a paraprofessional at Lake Drive as stated in August 13, 2007 board motion #088-07.

134-07
Personnel
Rescission of
Appointment

Motion carried by unanimous roll call vote 7-0.

APPROVED MINUTES OF REGULAR MEETING
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REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

Motion by Mrs. Dawson, seconded by Mrs. Brennan, to rescind the appointment of **JoAnn Altomare**, as a paraprofessional at Lake Drive as stated in August 13, 2007 board motion #088-07.

135-07
Personnel
Rescission of
Appointment

Motion carried by unanimous roll call vote 7-0.

Motion by Mrs. Dawson, seconded by Mrs. Brennan, to accept the resignation of **Barbara McFadden**, paraprofessional at Lake Drive effective August 29, 2007 with appreciation for her service.

136-07
Personnel
Resignation

Motion carried by unanimous roll call vote 7-0.

Motion by Mrs. Dawson, seconded by Mrs. Brennan, to accept the resignation of **Jessica Cohen**, paraprofessional at Lake Drive effective August 20, 2007 with appreciation for her service.

137-07
Personnel
Resignation

Motion carried by unanimous roll call vote 7-0.

Motion by Mrs. Dawson, seconded by Mrs. Brennan, to accept the resignation of **Dorinda Angelo**, SAC maternity leave replacement at Mountain Lakes High School effective August 15, 2007 with appreciation for her service.

138-07
Personnel
Resignation

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mrs. Brennan, to accept the resignation of **Amy Rhead**, paraprofessional at Lake Drive effective August 29, 2007 with appreciation for her service.

139-07
Personnel
Resignation

Motion carried by unanimous roll call vote 7-0.

Motion by Mrs. Dawson, seconded by Mrs. Brennan, to approve the appointment of **Yanique Hewan-Lowe**, as Teacher of the Deaf at Lake Drive School, effective September 1, 2007, BA Step 1 at a salary of \$43,394.

140-07
Personnel
Appointment

Motion carried by unanimous roll call vote 7-0.

Motion by Mrs. Dawson, seconded by Mrs. Brennan, to approve the appointment of **Robert Stritch**, as a part-time night custodian, effective September 5, 2007, Step 10 at an hourly rate of \$19.48, not to exceed 20 hours per week. Mr. Stritch will replace Mr. Petito.

141-07
Personnel
Appointment

APPROVED MINUTES OF REGULAR MEETING
September 6, 2007

REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

Motion carried by unanimous roll call vote 7-0.

Motion by Mrs. Dawson, seconded by Mrs. Brennan, to approve the appointment of **Laure Meyer**, as a Paraprofessional at Lake Drive School for the 2007-2008 school year, Step 1 on the Paraprofessional Guide at an hourly rate of \$11.87, 6 hours a day, pending New Jersey Criminal Background check. Ms. Meyer will replace Ms. Cohen.

142-07
Personnel
Appointment

Motion carried by unanimous roll call vote 7-0.

Motion by Mrs. Dawson, seconded by Mrs. Brennan, to approve the following list of returning substitute teachers and/or nurses for the district for the 2007-2008 school year:

143-07
Substitute
Appointments

Bonnie McGhee

Kathy Pedersen

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Dawson, seconded by Mrs. Brennan, to approve the following list of new substitute teachers for the district for the 2007-2008 school year, pending New Jersey Criminal Background check:

144-07
New Substitute
Appointments

Kathleen McCort	Interviewed and recommended by Connie Sakala
Tracy Headden	“ “ “ Connie Sakala
Mashal Malik	“ “ “ Sean Dolan
*Eileen Carmiche	*Appointed as Leave replacement for Ms. Brassard, Sept-Jan.

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Brennan, seconded by Mrs. Dawson, to approve the appointment of **Lizabeth Mouhtis**, as Paraprofessional at Lake Drive School, effective September 10, 2007, Step 1 on the Paraprofessional's Guide, at a hourly rate of \$11.87. All costs to be paid by the sending district.

145-07
Personnel
Appointment

Motion carried by unanimous roll call vote 7-0.

Motion by Mrs. Brennan, seconded by Mrs. Dawson, to approve the appointment of **Lizabeth Mouhtis**, as a substitute teacher for the 2007-2008 school year. Ms. Mouhtis was interviewed and recommended by Trish Filiaci.

146-07
Personnel
Appointment

Motion carried by unanimous roll call vote 8-0.

APPROVED MINUTES OF REGULAR MEETING
September 6, 2007

REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

Motion by Mrs. Brennan, seconded by Mrs. Dawson, to approve the appointment of **Joan Meeh**, as Paraprofessional at Lake Drive School, effective September 17, 2007, Step 1 on the Paraprofessional's Guide, at a hourly rate of \$11.87. All costs to be paid by the sending district.

147-07
Personnel
Appointment

Motion carried by unanimous roll call vote 7-0.

Motion by Mrs. Brennan, seconded by Mrs. Dawson, to approve the out of district placement of **#02-411**, an 8th grader, at the Brehm Preparatory School, Inc., Carbondale, Illinois for the 2007/2008 school year. Mountain Lakes School District is responsible for the educational portion of the tuition at a daily rate of \$187.95 for 176 days, totaling \$33,080.

148-07
Out-of-District
Placement

Motion carried by unanimous roll call vote 7-0.

Dr. Kazmark advised that a new Social Studies textbook for the elementary school about New Jersey will be given to the Program Committee to review.

PRESIDENT'S REPORT

Mrs. Boertzel advised that forms and information with regard to the Superintendent's evaluation will be distributed to the Board members.

UNFINISHED BUSINESS

Mrs. Boertzel reminded the Board members that the Educational Foundation Golf and Tennis Outing is scheduled on September 17, 2007.

With regard to the fence at the turf field, Dr. Kazmark advised that the vendor has agreed to hold the price on the product selected and also provide information on another type of fence. The decision with regard to the fence will be postponed until the Spring so that factors such as safety can be considered. Mrs. Boertzel advised that she attended a meeting with Laker Sports Club and they are not concerned about having a fence installed before the field dedication and want to coordinate the fence with the rest of the project. They will be doing additional fund raising for the fence that will be added to the amount allocated by the Board for the fence.

APPROVED MINUTES OF REGULAR MEETING
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NEW BUSINESS

The Board members thanked the Lake Drive Program for their thoughtfulness in sending tote bags and candy bars to the Board.

COMMENTS AND REQUESTS FROM MLEA PRESIDENT

Ms. Hussein 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 and the meeting was closed to the public.

EXECUTIVE SESSION

Motion by Mrs. Dawson, seconded by Mr. Cohen, to adopt a Resolution to enter into Closed Session for the discussion of litigation and negotiations. Resolution was duly read and the Board entered into Executive Session at 8:45 p.m.

Motion carried by unanimous roll call vote 8-0.

ADJOURNMENT

Motion by Mr. Cohen, seconded by Mrs. Brennan, that meeting be adjourned at 9:45 p.m.

Motion carried 8-0.

Respectfully submitted,

Daniel A. Borgo
Business Administrator/Board Secretary

Regina Giardina, Stenographer

APPROVED MINUTES OF REGULAR MEETING
September 6, 2007

Meetings of the Mountain Lakes Board of Education

<u>Date</u>	<u>Type of Meeting</u>	<u>Place</u>
September 24, 2007	Regular Meeting	Mountain Lakes High School (7:30 p.m.)
October 1, 2007	Regular Meeting	Mountain Lakes High School (7:30 p.m.)
October 15, 2007	Regular Meeting	Mountain Lakes High School (7:30 p.m.)