

MOUNTAIN LAKES BOARD OF EDUCATION  
MINUTES OF REGULAR MEETING  
Monday, November 5, 2007

The Regular Meeting of the Mountain Lakes Borough Board of Education was held on Monday, November 5, 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  
Mr. Gniewek  
Mr. Stokes  
Mrs. Wall  
Ms. Wolfe  
Mr. Barnes, Boonton Township Representative

Absent: Mrs. Dawson  
Mr. Munday

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.

**REPORT OF STUDENT REPRESENTATIVES**

Liz Stainton and Arielle Wolfson reported that the SGA has started on the courtyard project. Benches and tables have been ordered and further work will be done in the Spring. They are proposing to dedicate the courtyard to Donnie Farrell.

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**REPORT OF STUDENT REPRESENTATIVES continued**

Upcoming school events include the pasta dinner tomorrow night, with the proceeds being donated to the Farrell family, the end of first marking period this week, the Freshman UN trip next Tuesday, the Talent Show on November 15, the Freshman Dance on the 16<sup>th</sup> and the Powder Puff game on the 18<sup>th</sup>.

The student representatives further reported that the football team is in the state playoffs, the boys' soccer team qualified for the States but lost in the first round, the girls' soccer team finished their season, the tennis team won the conference championship, the field hockey team has a few more games and the girls' cross country team won the State Sectional championship. The drama production was very good and new student objectives are being determined for the Accreditation for Growth.

**PRESENTATIONS**

Lew Ludwig and Mike Polashenski presented information to the Board with regard to a proposed foreign exchange program with a high school in the Netherlands. The students from the Netherlands would be hosted for a week by Mountain Lakes High School students in April and then the Mountain Lakes students would be hosted there in June. The only cost will be for airfare.

Dr. Kazmark advised that this would be a trip that the Board would recognize as a formal school trip. The district would incur no cost but there is a certain amount of liability that would be assumed.

In response to questions, Mr. Polashenski advised that there are currently more students interested in the program than can be accommodated and he is unsure at this point how the determination will be made as to who will be selected. The Mountain Lakes students will be attending classes with their host student and there will probably be three chaperones.

The consensus of the Board was in favor of the trip. A motion with regard to this proposal will be presented to the Board at the next meeting.

Mrs. Boertzel asked Mr. Ludwig to express the Board's appreciation to the staff for their efforts above and beyond in support and counseling of students and families with respect to the tragic death of Donnie Farrell.

Anne Mucci showed the Board a video that was used at Lake Drive School for Back to School night.

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**COMMENTS AND REQUESTS FROM MLEA PRESIDENT**

Amal Hussein asked if the staff is provided with copies of the Board policies with respect to notification of law enforcement officials.

Dr. Kazmark advised that as policies are adopted copies are given to the Administrative Team. There are some things that are new and those will be shared with the staff.

Ms. Hussein gave Dr. Kazmark a set of materials that she obtained from the National Endowment for Financial Education at a workshop. She suggested that these materials could be used for a pep class in the middle school.

Mrs. Boertzel suggested that these materials be referred to the Program Committee for review.

**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 Mr. Gniewek, to approve the minutes of the Regular Meeting of October 15, 2007 as presented.

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

Motion by Mr. Gniewek, seconded by Mrs. Wall, to approve the minutes of the Executive Session of October 15, 2007 with the following correction:

Page 2, delete initials and replace with a student.

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

**COMMUNICATIONS**

Dr. Kazmark advised that a new County Superintendent has still not been appointed. A new athletic participation form for interscholastic sports and for intramural teams in 6<sup>th</sup> - 12<sup>th</sup> grades was received from the State. This will be discussed with Briarcliff personnel and the forms will be adopted at the high school.

Dr. Kazmark distributed information with regard to the requirements of QSAK. He noted that he is hopeful that the Long Range Plan and Accreditation for Growth goals can be

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**COMMUNICATIONS continued**

worked into QSAK and it can be made a meaningful document. He suggested that at the next meeting the Board adopt as one of the Board goals for this year to work on preparation of QSAK.

Discussion took place regarding preparation for the QSAK next year. An inquiry will be made as to whether New Jersey School Boards Association is reviewing this and providing information to districts.

Mrs. Boertzel advised that the Borough Council has suggested a joint meeting on November 13. A formal meeting is not feasible for the Board due to a number of conflicts and the short notice but Mr. Cohen will be attending as the Board liaison. Mr. Munday will also attend since there will be a discussion of traffic and safety issues and Dr. Kazmark will also attend. Two more members of the Board can attend without violating the Open Public Meetings Act.

**COMMITTEE REPORTS**

**FINANCE COMMITTEE**

Mr. Stokes reported that the committee met and discussed the budget planning calendar for the coming year's budget. The committee received a brief update on the excess students at the high school and were advised that 10-12 of them were from Boonton Township. The committee will be discussing the audit at their next meeting. Mr. Stokes further advised that the committee also discussed long range budget planning and agreed to wait until contract negotiations are completed to discuss planning for the next couple of years.

**GIFTED & TALENTED COMMITTEE**

Mr. Stokes advised that the committee met and received an update on progress to date. The key issue discussed was the unsatisfactory results of the testing put in place last year and alternatives. The committee also discussed a meeting between the Gifted and Talented Coordinator and High School Guidance to assure a more managed hand-off of children who come through the program to high school so they are not overlooked.

**MORRIS COUNTY SCHOOL BOARDS ASSOCIATION**

Mr. Stokes advised that the School Boards meeting on November 15 to be hosted at Wildwood School will be a presentation by Chris Christie on the topic of ethics at the Board of Education level.

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**COMMITTEE REPORTS continued**

PROGRAM COMMITTEE

Mrs. Wall reported that the committee met and completed review of the summer curriculum work. The committee also discussed the science and math curriculum and the need for replacement texts for third and fourth grade math and science. The committee reviewed a proposal for a pilot program called Singapore Math. Several staff members are currently enrolled in a Teacher Institute course on this program. The committee also reviewed the high school Art curriculum and had a presentation on the new AP Art History class. The review of the home repair curriculum was postponed until later in the year.

EXTRA/CO-CURRICULAR/ATHLETIC COMMITTEE

Mrs. Brennan advised that she has been receiving a number of phone calls through the Recreation Department about the super staph infection.

Dr. Kasmark advised that the district physician is meeting individually with athletic staff members at the high school and will be meeting with him to discuss additional precautions that he thinks should be taken. There are very good procedures in place at the district schools and the staff is working on precautions to be taken when teams visit other schools.

SPECIAL EDUCATION FORUM

Mrs. Wall advised that the November 13 presentation by Jackie Moore and Janet Wright on transition from high school to college for students with special needs is scheduled at the high school library at 7:30 p.m. and it is open to parents and students.

HOME AND SCHOOL ASSOCIATION

Mrs. Brennan advised that the proceeds from the Election Day Bake Sale will be donated to the Farrell family.

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

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

Motion carried by unanimous roll call vote 8-0.

228-07  
Treasurer of  
School Monies  
Report

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

Motion carried by unanimous roll call vote 8-0.

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 8/31/07.

228-07  
Transfers

Motion carried by unanimous roll call vote 8-0.

Motion by Mr. Stokes, seconded by Mrs. Wall, that the Bills List for the month of September be approved for payment in the amount of \$2,944,893.54.

229-07  
Bills List

Motion carried by unanimous roll call vote 8-0.

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

230-07  
Policy  
Adoption

- #5134 – Married/Pregnant Pupils – revised
- #5142 – Pupil Safety – revised
- #5200 – Non-public School Pupils
- #9250 – Travel and Related Expenses – revised

Revoke the following policies:

- #5134 – Marital Status and Pregnancy
- #5142 – School Safety
- #5142 – Eye Protection
- #5145.12 – Pupil Right of Privacy
- #5145.4 – Hate Crimes and Bias Incidents in Schools
- #5145.4 – Harassment and Hazing
- #5200 – Services to Non-public School Pupils
- #5755 – Equity in Educational Programs and 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 Mr. Gniewek, seconded by Mrs. Wall, to approve reimbursement to the attached list of Board office personnel in accordance with Policy #9250 – Travel and Related Expenses.

232-07  
Personnel  
Reimbursement

Motion carried by unanimous roll call vote 8-0.

Motion by Mr. Gniewek, seconded by Mrs. Wall, to approve a change in the payment rate for homebound instructors to \$50.00 per hour, effective October 16, 2007. The previous rate was \$35.00 per hour.

233-07  
Change in  
Payment Rate

Discussion took place regarding the increase in payment rate for homebound instructors. It was suggested that this type of thing be reviewed periodically for budget purposes.

Motion carried by unanimous roll call vote 8-0.

Motion by Mr. Gniewek, seconded by Mrs. Wall, to approve and modify an existing Tax Shelter Annuity due to a name change as follows:

234-07  
Change in Name  
Tax Shelter  
Annuity

From: American Portfolio Financial Services, Inc.  
36 Oakdale Road, Suite A  
Johnson City, NY 13790

To: Confidential Planning Corporation  
36 Oakdale Road, Suite A  
Johnson City, NY 13790

Motion carried by unanimous roll call vote 8-0.

Motion by Mr. Gniewek, seconded by Mrs. Wall, to approve an Emergent Contract with Louis R. Vito & Co., Electrical Contractors for Electrical Work performed at Lake Drive School for a total of \$34,082.33. Explanation attached.

235-07  
Emergent  
Contract

Motion carried by unanimous roll call vote 7-0.

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**REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS**

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

236-07  
Tuition  
Reimbursement

**Joseph Wohlgemuth** Seton Hall World Wide Leadership Dynamics 3 credits  
Lake Drive Curriculum Design 3 credits

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Brennan, seconded by Mr. Gniewek, to accept the retirement of **Grace Buro**, Principal's secretary at Lake Drive, effective May 31, 2008 with appreciation for her service.

237-07  
Personnel  
Retirement

Motion carried by unanimous roll call vote 7-0.

Motion by Mrs. Brennan, seconded by Mr. Gniewek, to accept the retirement of **Sandy Carr**, Paraprofessional at Lake Drive, effective June 20, 2008 with appreciation for her service.

238-07  
Personnel  
Retirement

Motion carried by unanimous roll call vote 7-0.

Motion by Mrs. Brennan, seconded by Mr. Gniewek, to accept the resignation of **Kristen Scheper**, Paraprofessional at Lake Drive, effective November 7, 2007 with appreciation for her service.

239-07  
Personnel  
Resignation

Motion carried by unanimous roll call vote 7-0.

Motion by Mrs. Brennan, seconded by Mr. Gniewek, to approve the appointment of **Kenneth Stokes** to serve as a volunteer Fencing Coach for his son, Connor Stokes during the upcoming fencing season.

240-07  
Volunteer  
Appointment

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

241-07  
Home Instruction

Motion by Mrs. Brennan, seconded by Mr. Gniewek, to approve home instruction for **#07-104**, grade 12 at High Focus for approximately 4 – 6 weeks at an hourly rate of \$50.00.

Motion carried by unanimous roll call vote 8-0.

242-07  
Out of District  
Placement

Motion by Mrs. Brennan, seconded by Mr. Gniewek, to approve the out of district placement of **#07-408**, Grade 9, to the Early Childhood Learning Center, effective immediately at a yearly tuition cost of \$32,720, pro-rated, for the 2007-2008 school year.

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

Motion carried by unanimous roll call vote 8-0.

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

243-07  
Reimbursement

Motion carried by unanimous roll call vote 7-0.

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

244-07  
Reimbursement

Motion carried by unanimous roll call vote 8-0.

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

245-07  
Reimbursement

Motion carried by unanimous roll call vote 8-0.

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

246-07  
Credit Movement  
and Stipend  
Approvals

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Brennan, seconded by Mr. Gniewek, to approve an increase in time for **Regina Michel**, nurse at Lake Drive, from 100% to 107% for the 2007-2008 school year, retroactive to September 1, 2007.

247-07  
Personnel  
Increase in Time

Motion carried by unanimous roll call vote 7-0.

Motion by Mrs. Wall, seconded by Mrs. Brennan, to approve the appointment of **Charles Mideo** as a Volunteer Wrestling Coach for the 2007-2008 school year, pending criminal background check.

248-07  
Volunteer  
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. Wall, seconded by Mrs. Brennan, to approve the appointment of **Richard Rosati** as a Volunteer Wrestling Coach for the 2007-2008 school year, pending criminal background check.

249-07  
Volunteer  
Appointment

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mrs. Brennan, to approve the appointment of **Kevin Wallace**, Physical Education Teacher at Briarcliff, as Assistant Swim Coach for the 2007-2008 school year, at Step 1, Year 1 on the Extra-Pay Guide, at a stipend of \$3,330.

250-07  
Extra-Pay  
Appointment

Motion carried by unanimous roll call vote 7-0.

Motion by Mrs. Wall, seconded by Mrs. Brennan, to approve a maternity/child care leave of absence for **Jodi Weeast**, Science Teacher at Mountain Lakes High School, effective April 3, 2008. Ms. Weeast will use her 40 sick days and be paid through June 5, 2008 and is eligible for health benefits as provided under FMLA and NJFLA through November 30, 2008. Ms. Weeast plans on returning to work for the 2008-2009 school year.

251-07  
Maternity/Child  
Care Leave of  
Absence

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mrs. Brennan, to approve the appointment of **Lauren Purdue**, as a Special Ed Teacher at Briarcliff School, effective December 17, 2007 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 (\$216.97 a day/\$24,952 total), pending New Jersey Criminal Background check. Ms. Purdue will replace Ms. Belotti while she is on maternity leave.

252-07  
Maternity/Child  
Care  
Replacement  
Appointment

Motion carried by unanimous roll call vote 7-0.

Motion by Mrs. Wall, seconded by Mrs. Brennan, to approve the appointment of **Maggie Letsche**, as MLHS Musical Director for the 2007-2008 school year, at Step 2, Year 4 on the Extra-Pay Guide, at a stipend of \$5,732.

253-07  
Personnel  
Appointment

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mr. Gniewek, to approve the appointment of **Jennifer Reid**, as Assistant Girls Lacrosse Coach for the 2007-2008 school year, at Step 1, Year 1 on the Extra-Pay Guide, at a stipend of \$3,700.

254-07  
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. Wall, seconded by Mr. Gniewek, to approve the appointment of **Amy Arvary**, as Paraprofessional at Lake Drive School, effective November 12, 2007, Step 1 on the Paraprofessional's Guide, at a rate of \$11.87, pro-rated at a total cost of \$9,828, pending New Jersey Criminal Background check. Ms. Arvary will replace Kristen Scheper.

255-07  
Personnel  
Appointment

Motion carried by unanimous roll call vote 7-0.

256-07  
Personnel  
New  
Substitute  
Appointments

Motion by Mrs. Wall, seconded by Mr. Gniewek, to approve the following list of new substitute teacher(s) for the district for the 2007-2008 school year, pending New Jersey Criminal Background check:

<b>Ronald Milano</b>		Interviewed and recommended by Bob Reid
<b>Kim Harlow</b>	“	“ “ “ “ “ Sean Dolan
<b>Samantha Lieberfarb</b>	“	“ “ “ “ “ “ Connie Sakala
<b>Kate Lareau</b>	“	“ “ “ “ “ Connie Sakala
<b>Daniel Brennan</b>	“	“ “ “ “ “ Steve Ryan
<b>Mel Braverman</b>	“	“ “ “ “ “ Steve Ryan
<b>Dawn Rizzo</b>		currently a Paraprofessional at Lake Drive

Motion carried by unanimous roll call vote 8-0.

257-07  
Personnel  
New  
Substitute  
Appointments

Motion by Mrs. Wall, seconded by Mr. Gniewek, to approve the following list of new substitute(s) for the district for the 2007-2008 school year, pending New Jersey Criminal Background check:

<b>Renee Loprete</b>	Substitute Nurse	Interviewed and recommended by Sean Dolan
<b>Donato Morgese</b>	Substitute Paraprofessional	Interviewed and recommended by Connie Sakala

Motion carried by unanimous roll call vote 8-0.

Motion by Mrs. Wall, seconded by Mr. Gniewek, to approve the appointment of **Mary Percy**, former office assistant, to substitute in Wildwood School as an office assistant at an hourly rate of \$12.00 for the 2007-2008 school year. Ms Percy was recommended by Bob Reid.

258-07  
Personnel  
Substitute  
Appointments

Motion carried by unanimous roll call vote 7-0.

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

Motion by Mrs. Wall, seconded by Mrs. Brennan, to approve the 2007-2008 Nursing Services Plans.

259-07  
Nursing  
Services Plans

Motion carried by unanimous roll call vote 8-0.

Anne Mucci advised that notification was received on the grant application for the Monarch Butterfly program. Both participants received \$500 toward the trip for a total of \$1,000. The Board is being asked to contribute \$125 each for a total of \$250. Additional funding is being pursued from the Mountain Lakes Educational Foundation, the Boonton Township Educational Foundation, the Garden Club and the Rotary Club.

216-07  
Personnel  
Reimbursement

Motion by Mr. Cohen, seconded by Mr. Gniewek, to approve reimbursement to the attached list of **Briarcliff School** personnel in accordance with Policy #9250 – Travel and Related Expenses.

Motion carried by unanimous roll call vote 7-0.

**NEW BUSINESS**

Dr. Kazmark distributed a research paper written by Matt Williams on the topic of the origin of names that he proposes to sell with a portion of the proceeds being given to the school district. Dr. Kazmark asked the Board members to read the paper. This will be discussed at the Program Committee meeting and at a future Board meeting.

Dr. Kazmark advised that he was contacted by Gary Mueller on behalf of a group of people in town who are interested in talking to the Board about raising money to put solar panels on one or more of the district buildings. He suggested that a representative of Parette Somjen be asked to participate in a Board discussion of this proposal.

Dr. Kazmark advised that the drug survey has been completed. The results are being analyzed and the findings will be presented to the Board at a future meeting.

**COMMENTS AND REQUESTS FROM MLEA PRESIDENT**

Amal Hussein asked if the Board would have any objection to a representative of the credit union setting up a table at the joint BOE/MLEA party in January to provide information to employees about the credit union. The Board members indicated that they would not have a problem with this as long as it is okay with the MLEA.

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**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. Cohen, seconded by Mr. Gniewek, to adopt a Resolution to enter into Closed Session for the discussion of legal issues. Resolution was duly read and the Board entered into Executive Session at 9:56 p.m.

Motion carried by unanimous roll call vote 8-0.

**ADJOURNMENT**

Motion by Ms. Wall, seconded by Mr. Gniewek, that meeting be adjourned at 9:58 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>
November 19, 2007	Regular Meeting	Mountain Lakes High School (7:30 p.m.)
December 10, 2007	Regular Meeting	Mountain Lakes High School (7:30 p.m.)