

MOUNTAIN LAKES BOARD OF EDUCATION
MINUTES OF REGULAR MEETING
Wednesday, September 7, 2005

A Regular Meeting of the Mountain Lakes Borough Board of Education was held on Wednesday, September 7, 2005 at 7:30 p.m. at the Mountain Lakes High School.

Michael T. Kistner
Business Administrator/Board Secretary

Roll Call:

Present: Mrs. Boertzel
Mrs. Brennan
Mrs. Dawson
Mr. Gniewek
Mrs. Lareau
Mrs. McCusker
Mr. Munday
Mr. Stokes
Mrs. Wall
Mrs. Pascarella, Boonton Township Representative

Also present: Dr. Kazmark, Superintendent, 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.

PRESENTATION

Anne Mucci presented a report on the curricula work conducted by the faculty over the summer. Mrs. Mucci reviewed the proposals for the World Language and Social Studies programs and explained how student progress will be assessed through use of curricular mapping.

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PRESENTATION continued

Dr. Kazmark advised that the proposed curricula are still subject to modification and they will be reviewed in detail by the Program Committee. Three meeting dates with the Program Committee have been scheduled for the review of the curricula.

Discussion took place regarding the curricula and it was suggested that in the future this information be provided to the Board prior to September. Mrs. Mucci discussed the curricula writing schedule which is presently done in the summer and Dr. Kazmark noted that eventually the writing will be done during the school year as well.

Dr. Kazmark and members of the Board thanked Mrs. Mucci for her presentation and commended her and the teachers who worked on the curricula for doing such an excellent job.

COMMENTS AND REQUESTS FROM THE MLEA PRESIDENT

Amal Hussein reported that there was a very smooth opening for all four schools. She advised that the MLEA would like to thank Mr. Kistner, Ann O'Connell and the Board office staff for getting the staff contracts prepared for the first day of school.

Ms. Hussein noted that in following up on the issue of the volunteer coaches that was brought up at the last meeting she has found that there are two coaches who worked as volunteers and were not credited for that service. As she receives more information on this issue she will pass it along to the Board.

Ms. Hussein further advised that several complaints have been received from staff members regarding the difference in lunch prices between the schools. Mr. Kistner will check into the pricing with Pomptonian.

Ms. Hussein also advised that at the Professional Development Day there was an excellent presentation by the Morris County Prosecutor's Office about Internet safety for educators. There are plans for the presentation to be given for parents in the district as well as for administrators. The Home and School Association is also interested in sponsoring a presentation.

Ms. Hussein raised a question with regard to the payment of chaperones for the overnight field trip on the agenda. Dr. Kazmark advised that payment will be made in accordance with the Contract.

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COMMENTS AND REQUESTS FROM MEMBERS OF THE PUBLIC

Mr. Prusina commended his staff and the public works department staff for an excellent job in getting the schools ready for opening.

CONSIDERATION OF MINUTES

Motion by Mrs. Wall, seconded by Mrs. Dawson, to approve the minutes of the Regular Meeting of August 22, 2005 as presented.

Motion carried 7-0-3 (Abstain-Mrs. Brennan, Mr. Gniewek, Mrs. McCusker).

COMMUNICATIONS

Dr. Kazmark advised that a communication was received from the Commissioner of Education advising that students relocated from the area affected by Hurricane Katrina should be admitted to schools in New Jersey and given every consideration regarding their records.

COMMITTEE REPORTS

FINANCE COMMITTEE

Mr. Stokes advised that the committee met and reviewed the agenda for the year. The committee will review the impact on the budget of existing contracts and the 2006-2007 budget presentation will be the same as last year. A report of expenditures for the past three years will be developed and used to project expenditures for the next few years. Discussion of Lake Drive's plan to start a program at the NJ Foundation for the Blind's facility in Denville also took place. With Mr. Kistner retiring, discussion of finding a replacement was also discussed.

Mr. Kistner reported on the formal results from the bond refunding and the savings to the district. He read the Report of the Board Secretary as to the Award of Bonds that will be attached to the official minutes.

Mrs. Boertzel commended Mr. Kistner for his work on the bond refunding. It was suggested that a press release or letter to the editor be issued to inform the public of the positive results of the refunding.

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COMMITTEE REPORTS continued

PROGRAM COMMITTEE

Mrs. Wall advised that at the July 6 meeting there was a presentation by Mr. Ludwig regarding the proposed +/- grading system. Other topics discussed included review by Mr. Ludwig of what has happened since the Careers course was discontinued at the high school and discussion of Career Day plans. The committee also discussed the self-advocacy program for special education students, the district-wide database for textbooks and the sequence of history courses. At the July 21 meeting the committee had an extensive presentation on the work being done in conjunction with review of the Social Studies curriculum in terms of curricula mapping and Mrs. Mucci reviewed the way at each grade level the curricula is being set out month by month. The committee also had a brief discussion on the subject of encouraging reading for fun.

FACILITIES COMMITTEE

Mrs. Boertzel reported that the committee met and reviewed the budgeted projects, which are on target for this year. Mr. Prusina has prioritized the projects and put some on hold. The Briarcliff lab furniture is due this Friday and it is contemplated that the Board meeting in October be held at Briarcliff with the Educational Foundation present as well. The committee also discussed the part-time custodial positions that are needed due to extra work at the high school. Mr. Prusina provided to the committee information on the fields and the committee discussed having a representative of a turf company speak to the Board. It was suggested that Board members prepare questions in advance for that representative. The committee was also advised that the High School work is proceeding smoothly.

GIFTED AND TALENTED COMMITTEE

Mrs. Lareau reported that the committee met and reviewed the state of the program and initiatives at Wildwood and Briarcliff. The committee discussed the process of identification of gifted and talented students and the work to be done on the policy and recommendations for the program.

Dr. Kazmark noted that the goal of the program is to provide more opportunities for gifted and talented and highly able students and to make sure that at all levels students have more opportunities. Mrs. Kielley talked to the committee about the conceptual aspects of the program.

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COMMITTEE REPORTS continued

SPECIAL EDUCATION COMMITTEE

Mrs. Wall reported that the committee had a presentation on July 21 by Eric Fox, independent living/transition specialist who discussed the six-week cycle of classes for school districts which would be geared to self-advocacy and transition schedules for students eligible for special services. He will be presenting that course to students in Mountain Lakes beginning in October. The intent of the course is to make a program that the district can adopt and duplicate and the committee has requested that the program be videotaped to provide information to teachers.

Dr. Kazmark advised that the district is working with someone who has done TV projects in the past and there is a meeting next week with Mr. Fox to discuss the program.

SPECIAL EDUCATION FORUM

Mrs. Wall advised that she and Mrs. Silverstein reviewed the programs for the upcoming year including an evening presentation by Mr. Fox.

HOME AND SCHOOL ASSOCIATION

Dr. Kazmark advised that there would be four evening meetings to encourage attendance. At the next meeting there will be a panel of teachers, administrators and students from the middle school and high school who will talk about a number of issues. This will be an opportunity to talk about initiatives in the district, provide information and answer questions.

TRAFFIC COMMITTEE

Dr. Kazmark advised that the Mountain Lakes Police Department has done an extraordinary job of providing ideas and personnel to deal with the traffic.

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

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

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

Mr. Kistner reminded Board members to advise the Board office whether they wish to attend the New Jersey School Boards Workshop in October

Motion by Mr. Munday, seconded by Mrs. Boertzel, to approve the request of potential future resident #05-03 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.

074-05
Approval
Future
Resident
Enrollment

Mr. Kistner advised that he contacted New Jersey School Boards about the necessity for this type of motion and they said it is not a requirement but would be appropriate.

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Boertzel, seconded by Mrs. Brennan, to approve the acceptance of a cash gift in the amount of \$6,448.00 from The Mountain Lakes Educational Foundation. These funds are to be used for the purchase of two defibrillators for Briarcliff School.

075-05
Acceptance
Of Gift

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Lareau, seconded by Mrs. Dawson, that the Tentative Board Secretary's Report for the month of June 2005, 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.

076-05
Tentative
Board
Secretary's
Report

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Lareau, seconded by Mrs. Dawson, that the Tentative Report of the Treasurer of School Moneys for the month of June 2005 be approved.

077-05
Tentative
Report of the
Treasurer of
School Moneys

Motion carried by unanimous roll call vote 10-0.

Motion by Mrs. Lareau, seconded by Mrs. Dawson, that the attached transfers from anticipated surplus funds in designated line items of the 2005-2006 Budget to anticipated over expended line items of the 2005-2006 budget in the amounts and accounts as indicated be approved.

078-05
Transfers

Motion carried by unanimous roll call vote 10-0.

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Motion by Mrs. Lareau, seconded by Mrs. Dawson, that the Current Check Register (Bills List) for the month of July 2005, be approved for payment in the amount of \$2,282,275.48.

079-05
Check
Register

Motion carried by unanimous roll call vote 10-0 (Mrs. Dawson abstained with respect to PO #05-0557).

Motion 094-05 on the Business Administrator's Motions was withdrawn and the number assigned to the Superintendent's Motions.

REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS

Motion by Mrs. Lareau, seconded by Mrs. Brennan, to approve the following courses for tuition reimbursement when the course has been completed and the transcripts received by the Superintendent:

080-05
Tuition
Reimbursement

Noreen Lazariuk High School	Montclair State Univ.	Dynamics of Group Proc.3 credits
Deirdre Lombardi Briarcliff	College of St. Elizabeth	Learning in Teacher Communities 3 credits Curriculum Theory&Practice 3 credits
Anne Brown Wildwood	Michican University	Teacher&Parents – Winning And Keeping Parent Support 3 credits
Rebecca Santana Wildwood	Wm. Paterson Univ.	Contemporary Issues in American Schools and Society 3 credits Educational Research- Qualitative and Quantitative Designs 3 credits

Motion carried 10-0.

Motion by Mrs. Lareau, seconded by Mr. Stokes, to accept the retirement/resignation of Michael Kistner, School Business Administrator/Board Secretary for the district, effective February 1, 2006 with appreciation for his 8 years of service.

081-05
Personnel
Retirement/
Resignation

Motion carried 10-0.

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REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

Motion by Mrs. Wall, seconded by Mrs. Boertzel, to accept the resignation of Solee Natal, paraprofessional at Lake Drive School, effective immediately with appreciate for her service.

082-05
Personnel
Resignation

Motion carried 9-0.

Motion by Mrs. Wall, seconded by Mrs. Boertzel, to accept the resignation of Maureen Dock, paraprofessional at Lake Drive School, effective immediately with appreciation for her service.

083-05
Personnel
Resignation

Motion carried 9-0.

Motion by Mrs. Wall, seconded by Mrs. Boertzel, to accept the resignation of Dana Sawyer, paraprofessional at Lake Drive School, effective immediately with appreciation for her service.

084-05
Personnel
Resignation

Motion carried 9-0.

Motion by Mrs. Wall, seconded by Mrs. Dawson, to approve Special Education Teaching Assistants, Ronald Camacho and Morgan Underhill as substitute teachers for the 2005-2006 school year. They are recommended by Mrs. Silverstein.

085-05
Personnel
Substitute
Appointments

Motion carried by unanimous roll call vote 10-0.

Motion by Mrs. Lareau, seconded by Mrs. Brennan, to approve an increase in time for the following personnel:

086-05
Personnel
Increase in
Time

		<u>From</u>	<u>To</u>
High School	Susan Nadeau	50%	90%
	Natasha Guardabasco	100%	120%
Lake Drive	Paul Carlough	100%	120%
	Kathy Saltzman	49%	60%

Motion carried by unanimous roll call vote 10-0.

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REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

Motion by Mrs. Wall, seconded by Mrs. Lareau, to approve the following revised curricula for the district:

087-05
Revised
Curricula

French 6/7 – French I	Spanish 6/7 – Spanish I	Gr. 3 Social Studies
French 8	Spanish 8	Gr. 5 Social Studies
French II	Spanish II	Gr. 6 Social Studies
French III	Spanish III	Gr. 7 Social Studies
French IV	Spanish IV	Gr. 8 Social Studies
Recent American History	Modern European History	American Studies
United States History I	AP European History	Human Behavior
Contemporary Chemistry		

Motion carried by unanimous roll call vote 10-0.

Motion by Mrs. Wall, seconded by Mrs. Lareau, to approve the following revised curricula for the district:

088-05
Approval
New
Curricula

French IV Honors	Spanish II Honors	Spanish IV Honors
Advanced Drawing	Music Theory II	Foreign Foods

Motion carried by unanimous roll call vote 10-0.

Motion by Mr. Stokes, seconded by Mrs. Wall, to approve the extra-pay appointment of Kurt Hanisch as Right-to-Know Officer for the 2005-2006 school year at a stipend of \$6,300.

089-05
Personnel
Extra Pay
Appointment

Motion carried 9-1 (No-Mrs. Pascarella).

Motion by Mr. Stokes, seconded by Mrs. Wall, to approve extra-pay appointments for the following personnel:

090-05
Personnel
Extra Pay
Appointments

Timothy Flynn	\$4,500.00	Lead Teacher K-12 Physical Education
Michael Ferguson	\$3,000.00	Lead Teacher Special Education

Motion carried by unanimous roll call vote 10-0.

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REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

Motion by Mr. Stokes, seconded by Mrs. Wall, to approve the appointment of Roberta Lord to provide after school transportation coverage for the Lake Drive School program – 5 hours per week @ \$25.48 per hour.

091-05
Personnel
Appointment

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Boertzel, seconded by Mrs. Lareau, to approve an overnight field trip to Morristown Unitarian Fellowship for training for the 2005-2006 peer leaders at Mountain Lakes High School. Dates of trip: Sept. 8-9 Cost per student: \$0 Approximate number of students: 36.

092-05
Overnight
Field Trip

Motion carried by unanimous roll call vote 10-0.

Motion by Mrs. Lareau, seconded by Mrs. Dawson, to accept the resignation of Raymond Santana, Head Varsity Baseball Coach, effective immediately.

093-05
Personnel
Resignation

Motion carried 10-0.

Motion by Mrs. Dawson, seconded by Mrs. Lareau, to accept the resignation of Melissa Fass, Special Education teaching assistant at Wildwood School effective immediately, with appreciation for her service.

094-06
Personnel
Resignation

Motion carried 9-0.

COMMENTS AND REQUESTS FROM THE 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.

EXECUTIVE SESSION

Motion by Mrs. Wall, seconded by Mrs. Lareau, to adopt a Resolution to enter into Closed Session for the discussion of matters involving the purchase, lease or acquisition

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of real property. Resolution was duly read and the Board entered into Executive Session at 9:45 p.m.

RETURN TO PUBLIC SESSION

At 10:05 pm, the Board returned to public session. Mrs. Boertzel noted that Mr. Kistner has sent an email to all NJ State Legislators regarding our recent bond refunding. In his email, Mr. Kistner noted that because of S1701's mandate that all NJ school districts lower their available surplus to 2% of their budgets, Mountain Lakes almost suffered a credit rating downgrade. Had the rating agency actually lowered the district's rating, this "unintended consequence" of the S1701 legislation would have reduced the amount of savings that the district realized in the refunding of its 1998 bond debt.

ADJOURNMENT

Motion by Mr. Munday, seconded by Mrs. Wall, that meeting be adjourned at 10:10 p.m.

Motion carried 10-0.

Respectfully submitted,

Michael T. Kistner
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>
September 19, 2005	Regular Meeting	Mountain Lakes High School (7:30 p.m.)
October 5, 2005 (Wednesday)	Regular Meeting	Mountain Lakes High School (7:30 p.m.)
October 17, 2005	Regular Meeting	Mountain Lakes High School (7:30 p.m.)