

MOUNTAIN LAKES BOARD OF EDUCATION
MINUTES OF REGULAR MEETING
Monday, September 19, 2005

A Regular Meeting of the Mountain Lakes Borough Board of Education was held on Monday, September 19, 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
Chris Wall, High School Student 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.

COMMENTS AND REQUESTS FROM THE MLEA PRESIDENT

Ms. Hussein had no comments or requests.

COMMENTS AND REQUESTS FROM MEMBERS OF THE PUBLIC

There were no members of the public who wished to address the Board.

APPROVED MINUTES OF REGULAR MEETING
September 19, 2005

CONSIDERATION OF MINUTES

Motion by Mrs. Wall, seconded by Mrs. Dawson, to approve the minutes of the Regular Meeting of September 7, 2005 with the following corrections:

Page 2, paragraph 3, change to read: 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.

Page 8, correct spelling of Camacho.

Motion carried 10-0.

Motion by Mr. Stokes, seconded by Mrs. Dawson, to approve the minutes of the Executive Session of September 7, 2005 as presented.

Motion carried 10-0.

REPORT OF STUDENT REPRESENTATIVE

Chris Wall advised that the school opening on August 31 was successful. The new scheduling system has created no major inconveniences. The SGA held its first meeting last week and discussed several issues including whether or not to have a homecoming dance. It has been suggested that the dance be held as a fund raising effort for Hurricane Katrina relief. The students also discussed a possible location for the pep rally since the gym is not presently usable. Discussion also took place regarding the design contest for a new mural in the cafeteria and the suggestion by Mr. Barbin, SGA advisor, that SGA members be put into the same homeroom so they could meet daily instead of once each month. Mr. Wall further advised that the construction has not had a major impact on traffic and the students are looking forward to an excellent school year. In response to questions, Mr. Wall advised that the students have worked out any problems encountered with the new lockers and Officer Green's presence has been well received at the high school.

COMMUNICATIONS

Dr. Kazmark advised that a follow up communication was received regarding the requirement that all districts have a policy with respect to nutrition for September 2006. He has not yet read the guidelines, but the district is ahead of what is expected and any necessary revisions to the food service policy will be worked out. Dr. Kazmark also advised that the locker rooms are expected to be completed by 10/15, so the gym will be available to be used for the pep rally next month.

APPROVED MINUTES OF REGULAR MEETING
September 19, 2005

COMMITTEE REPORTS

PROGRAM COMMITTEE

Mrs. Wall advised that the committee met and reviewed the first of the curriculum presentations on Social Studies. Mrs. Wall commended the following teachers for an outstanding job – Missy Siddron, Darrell Fusco, Joe Foster, Dennis Cafiero, Kate McCabe, James Smith, Rich Ziccardi. The committee is looking forward to the other presentations.

Discussion took place and it was suggested that the teachers be asked to make a similar presentation at a Home and School meeting.

Mrs. Wall further reported that the committee had a presentation by Dr. Alexander, Ms. Klimovitch and Dr. McKirdy regarding the proposed Lake Drive program at the New Jersey Foundation for the Blind facility in Denville. The committee discussed the surge in the number of early intervention and preschool age children who have cochlear implants and the needs a different type of instruction.

PERSONNEL COMMITTEE

Mrs. Boertzel reported that the committee had a presentation by Mrs. Mucci regarding the mentoring program. The committee discussed with Dr. Alexander the proposed extra pay positions at Lake Drive for web site design.

NEGOTIATIONS COMMITTEE

Mrs. McCusker advised that Ms. Hussein has proposed that the committee meet with the MLEA on October 11 to talk about the one issue that remains from the negotiations regarding the enrollment of staff children in the district's schools.

FACILITIES COMMITTEE

Mark Prusina reported on the high school facilities committee meeting. On October 15 the construction around the gym will be completed and the parking lot will be back up to normal capacity. The new locker rooms will also be ready by October 15. The delay was caused by a delay in steel delivery that is now scheduled for tomorrow morning. The rest of the construction project is on schedule. There has been a delay in getting furniture for the media center delivered so that students can try it out but Mr. Prusina has been assured that the furniture will be delivered in the next two weeks. Mr. Prusina will follow up with Mr. Somjen on the financial update and with Mr. Ludwig on organizing the process of obtaining student opinions regarding the media center furniture.

APPROVED MINUTES OF REGULAR MEETING
September 19, 2005

COMMITTEE REPORTS continued

EXTRA/CO-CURRICULAR/ATHLETICS COMMITTEE

Mrs. Brennan advised that the committee discussed the request to have a 50/50 drawing at football games and decided it was not a good idea since it would only benefit one sport. The committee also discussed the student activity accounts and how to make it easier to keep track of them. Mr. Kistner has obtained examples of the forms that are used for record keeping on the accounts and he briefly described the procedures used in depositing receipts, issuing checks and accounting for the balances of individual activities.

POLICY COMMITTEE

Mrs. Dawson advised that the committee met and received an update from Dr. Kazmark on the manual revision to the New Jersey School Boards numbering system. The manual is now ready for the committee to review and it will be presented to the Board for first reading and second reading. The committee also reviewed the 2005 New Jersey School Boards audit of the policies and the 36 policies identified as needing review. The committee also spent a lot of time redrafting the Automatic Defibrillator Emergency (ADE) policy for defibrillators.

Dr. Kazmark advised that the policy manual is being put on CDs and will also be set up for the web site to make it more accessible to the public.

SPECIAL EDUCATION FORUM

Mrs. Wall advised that the program scheduled on October 11 at the high school library would be a presentation by Eric Fox on self-advocacy.

HOME AND SCHOOL ASSOCIATION

Mrs. Boertzel reported that the presentation by the principals, administrators and students was very well attended. There were questions from the audience about home preparation for standard tests, class size, start date for next year, curricular guides for parents, and communication between parents, teachers and the administration.

Mrs. Dawson suggested that update of the district web site would be a good project for the computer club.

FIT FOR LIFE

Mrs. Brennan advised that the committee met and discussed the page in the school bulletin that will be devoted to the Fit for Life committee. The committee also discussed

APPROVED MINUTES OF REGULAR MEETING
September 19, 2005

COMMITTEE REPORTS continued

the proposal for a series of workshops on the subject of healthy living with guest speakers provided by community organizations such as Laker Sports Club, Municipal Alliance, and the Lakeland Hills YMCA. Dr. Kazmark and Mrs. Brennan will also be meeting with senior citizens to get them involved. The committee would also like to have a community-wide health fair in April.

GRANT ACTION COMMITTEE

Mrs. Mucci advised that there would be a roundtable meeting on Monday, September 26 at the YMCA with 25 groups from town including all the church groups. Topics to be discussed include use of a community calendar and avoiding scheduling conflicts. The committee will be scheduling meetings with faculty members to discuss what the committee is doing directly for teachers in the district and the committee will be working on grants for September. Mrs. Mucci further advised that she and Mrs. Brennan met with the Wildwood faculty today and will be meeting next week with the Briarcliff and HS faculty to show them the grants being targeted and encourage more teacher support.

Mrs. Brennan advised that the League of Women Voters is going to take over the roundtable.

EDUCATION FOUNDATION

Mrs. Boertzel advised that the golf outing is scheduled for October 10. Tom Ryan, former Board member, is being honored at the dinner to be held that evening.

LAKER SPORTS

Dr. Kazmark will be setting up a presentation on turf fields.

BOONTON TOWNSHIP REPORT

Mrs. Pascarella advised that Back to School night is scheduled this week and that they had a smooth school opening.

**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.

APPROVED MINUTES OF REGULAR MEETING
September 19, 2005

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

Motion by Mrs. Wall, seconded by Mrs. Boertzel, that the Current Check Register (Bills List) for the month of July 2005, be approved for payment in the amount of \$1,041,450.46.

095-05
Check
Register

Motion carried by unanimous roll call vote 10-0. (Mrs. Dawson abstained with regard to payment of PO#s 05-0589, 0629, 0627, 0606 and 0245.

Motion by Mrs. Lareau, seconded by Mrs. Wall, to approve the submission of the 2005-2006 IDEA Basic and Pre-school Grant applications in the following amounts:

096-05
IDEA
Grants

| | |
|-----------------|-----------|
| IDEA Basic | \$215,140 |
| IDEA Pre-school | \$5,898 |

Motion carried by unanimous roll call vote 10-0.

Motion by Mrs. Boertzel, seconded by Mrs. Brennan, that the following resolution be approved:

107-05
Resolution
Regarding
Traffic

RESOLVED that the current traffic situation during renovations and construction on the grounds of Mountain Lakes High School is in need of special attention.

RESOLVED that the Board President be authorized to make a formal request to the clerk of Mountain Lakes Borough for enforcement by the appropriate authorities of subtitle 1, Title 39 of the New Jersey Revised Statutes, traffic laws. Such a request will authorize the police or other authorities to come onto the grounds of the school for the purposes of traffic enforcement, and to issue warnings, summonses, and tickets as appropriate. This request shall be made pursuant to the provisions of N.J.S.A. 39:5A-1.

I hereby certify that this is a true and accurate copy of a resolution adopted by the Mountain Lakes Board of Education on September 19, 2005.

Board Secretary

Discussion took place regarding this resolution. The issue will be referred to the Traffic Committee for discussion and review and for consideration of extending this to all schools in the District.

Motion carried by unanimous roll call vote 10-0.

APPROVED MINUTES OF REGULAR MEETING
September 19, 2005

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

Motion by Mrs. Dawson, seconded by Mrs. Wall, to approve the submission of the 2005-2006 No Child Left Behind Act Consolidated Formula Subgrant Application as follows:

108-05
No Child
Left Behind
Act Subgrant
Application

| | |
|------------------------|----------|
| Title II Part A | \$24,968 |
| Title II Part D - Tech | \$633 |
| Title IV | \$ 4,286 |
| Title V | \$ 3,550 |

The administration of this grant is supervised by Susan Silverstein, Director of Student Services.

Motion carried by unanimous roll call vote 10-0.

REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS

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

097-05
Tuition
Reimbursement

| | | | |
|--------------------------------------|-----------------------|--|------------------------|
| James Smith High School | Caldwell College | Foundations in Educ. Admin. | 3 credits |
| Dawn Carfagna Briarcliff | Montclair State Univ. | Strategies for Curriculum Change | 3 credits |
| Doug Mattoon Briarcliff | Kean University | Public School Administration II | 3 credits |
| Laura Conner Wildwood | Wm. Paterson Univ. | Theor. Foundations of Literacy | 3 credits |
| Darrell Fusco Wildwood | College of St. Rose | Teaching Creativity Teachers and Parents | 3 credits 3 credits |
| Cynthia Gorzelnik Wildwood | Michigan University | Teachers and Parents: Winning & Keeping Parent Support | 3 credits |

APPROVED MINUTES OF REGULAR MEETING
September 19, 2005

REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

| | | | |
|--------------------------|---------------------------|-----------------------------------|-----------|
| Trish Spence-Reid | Fairleigh Dickinson Univ. | Personnel Supervisor & Evaluator | 3 credits |
| Child Study Team | | Curriculum Program | 3 credits |
| | | Evaluation and Student Assessment | |

Motion carried by unanimous roll call vote 10-0.

Motion by Mrs. Wall, seconded by Mr. Gniewek, to approve the following personnel as district substitutes for the 2005-2006 school year:

098-05
Personnel
Substitute
Appointments

| | |
|---------------------------|--|
| MaryRose Silvestri | Interviewed and recommended by Mrs. Seifert. |
| Robert Palmer | “ “ “ “ “ |
| Joanne Catlett | “ “ “ Mr. Reid. |

Motion carried by unanimous roll call vote 10-0.

Motion by Mrs. Wall, seconded by Mr. Gniewek, to approve the attached list of extra-pay appointments for Wildwood School for the 2005-2006 school year. It was noted that the appointment of a Giraffe Advisor would be held until it is clear that the program will be active this school year.

099-05
Personnel
Extra-Pay
Appointments

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Wall, seconded by Mr. Gniewek, to approve the acceptance and submission of the NJ Department of Education Statement of Assurance and Intent Mentoring Plan for 2005-2006.

100-05
Approval
Statement of
Approval and
Intent for
Mentoring Plan

Motion carried by unanimous roll call vote 10-0.

Motion by Mrs. Wall, seconded by Mrs. Dawson, to approve the out-of-district placement for **#04-116** (Preschool) at Kinnelon School Preschool Program, Kinnelon, NJ, at an annual tuition of \$14,000 effective immediately.

101-05
Out-of-District
Placement

Motion carried by unanimous roll call vote 10-0.

Motion by Mrs. Lareau, seconded by Mrs. Brennan, to approve a one time only merit payment of \$2000.00 for **Mark Prusina** for the 2004-2005 school year.

102-05
Personnel
Merit Payment

Motion carried by unanimous roll call vote 10-0.

APPROVED MINUTES OF REGULAR MEETING
September 19, 2005

REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

Motion by Mrs. Lareau, seconded by Mrs. Boertzel, to approve the appointment of **Dayna Scheper** as a paraprofessional at Lake Drive School, 6 hours per day at an hourly rate of \$11.33 Step 1, effective immediately. All costs to be borne by the sending district.

103-05
Personnel
Appointment

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Lareau, seconded by Mrs. Boertzel, to approve the appointment of **Debra Pelliconi** as a paraprofessional at Lake Drive School, 6 hours per day at an hourly rate of \$11.33 Step 1, effective immediately.

104-05
Personnel
Appointment

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Lareau, seconded by Mrs. Boertzel, to approve a maternity/child care leave of absence for **Jennifer Distell**, teacher at Lake Drive School effective January 16, 2006. Mrs. Distell will be on paid leave through February 28, 2006 and is eligible for health benefits as provided under FMLA an NJFLA. Mrs. Distell plans on returning for the summer program at Lake Drive and for the 2006-2007 school year.

105-05
Personnel
Maternity/
Child Care
Leave of
Absence

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Lareau, seconded by Mrs. Boertzel, to approve a maternity/child care leave of absence for **Kimberly Mooney**, guidance counselor at Mountain Lakes High School effective December 9, 2005. Mrs. Mooney will be on paid leave through January 19, 2006 and is eligible for health benefits as provided under FMLA an NJFLA. Mrs. Mooney plans on returning to work on May 30, 2006.

106-05
Personnel
Maternity/
Child Care
Leave of
Absence

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Wall, seconded by Mrs. Brennan, to approve the appointment of Jerry Price as Drama – Asst., at a stipend of \$1297 Step 1 Year 2, for the 2005-2006 school year.

109-05
Personnel
Extra-Pay
Appointment

Motion carried by unanimous roll call vote 9-0.

It was suggested that the Lake Drive employment application form be updated and coordinated with the form used for the rest of the district.

APPROVED MINUTES OF REGULAR MEETING
September 19, 2005

PRESIDENT'S REPORT

Mrs. McCusker suggested that the Board members consider a self-evaluation process to be done sometime in the next six months.

Discussion took place and the consensus of the Board was in favor. Mrs. McCusker will contact New Jersey School Boards

UNFINISHED BUSINESS

Dr. Kazmark advised that he discussed the issue brought up in executive session at the last Board meeting with Gary Webb, the Township Administrator. The Board's position was presented to the Council, and the Council is not interested in pursuing it.

COMMENTS AND REQUESTS FROM THE MLEA PRESIDENT

Ms. Hussein had no comments or requests.

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. Lareau, seconded by Mrs. Dawson, to adopt a Resolution to enter into Closed Session for the discussion of personnel. Resolution was duly read and the Board entered into Executive Session at 9:10 p.m.

ADJOURNMENT

Motion by Mrs. Lareau, seconded by Mrs. Brennan, that meeting be adjourned from Executive Session at 9:35 p.m.

Motion carried 10-0.

Respectfully submitted,

Michael T. Kistner
Business Administrator/Board Secretary

Regina Giardina, Stenographer

APPROVED MINUTES OF REGULAR MEETING
September 19, 2005

Meetings of the Mountain Lakes Board of Education

| <u>Date</u> | <u>Type of Meeting</u> | <u>Place</u> |
|--------------------------------|-------------------------------|---|
| 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.) |