

MOUNTAIN LAKES BOARD OF EDUCATION
MINUTES OF REGULAR MEETING
Wednesday, October 5, 2005

A Regular Meeting of the Mountain Lakes Borough Board of Education was held on Wednesday, October 5, 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
Chris Wall, HS Student Representative

Absent: 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.

REPORT OF STUDENT REPRESENTATIVE

Chris Wall advised that the students in the SGA are now in the same homeroom and they are hoping this will work out well. The Who's Who for the senior class has been completed for the yearbook. The homecoming committee is moving quickly on the plans for the dance. Mrs. Lareau asked Mr. Wall to convey the message to the students through the SGA that there has been no change in the school lunch prices.

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PRESENTATION

Representatives of the League of Women Voters Marla Wexler, Nicole Wright and Vivian Greenberg presented the League's Educational Resources Consensus as it was approved at their meeting in May. The Consensus is a result of a two-year study of public education in Mountain Lakes. The topics discussed included academic integrity, the role of the Board of Education, Special Education, the Long Range Plan, guidance and college admission, the No Child Left Behind legislation, the benefits of reading specialists and early intervention programs.

The League recommends that the Board of Education work with the local community to explore the following options: creation of a development program, establishment of a human resource bank, the establishment of a community round table planning meeting, the solicitation of funds for endowments to the schools, the use of wish lists and the use of new fund raising techniques to elicit community financial commitment to educational resources. Mrs. Wexler noted that the League would be happy to help the Board in any way it could.

Dr. Kazmark thanked the League for their efforts and noted that the League can be helpful and influential in getting the information out to the community.

Mrs. Lareau also thanked the League for their work and asked if further documentation on the research that went into the report be provided to the Board. Mrs. Wright and Mrs. Greenberg advised that there is a great deal of paperwork and information obtained through the Internet that can be provided to the Board.

Discussion took place and it was suggested that the appropriate Board committees should review this information and prioritize the items to be accomplished. Mrs. McCusker suggested that the ad hoc committee that reviewed the fund raising issues be resurrected for that purpose. Mrs. Wall noted that the Consensus is an excellent reflection of the discussions that were held by the League. Mrs. Lareau read a portion of an email that she has sent to her alumni classmates with respect to their upcoming 35th reunion asking for their support of the high school. Further discussion took place regarding the establishment of an alumni association and an office of development. Those topics will be discussed further by the ad hoc committee.

COMMENTS AND REQUESTS FROM THE MLEA PRESIDENT

Ms. Hussein had no comments or requests.

COMMENTS AND REQUESTS FROM MEMBERS OF THE PUBLIC

Mary Lio, Boonton Township, noted that the Morris County School Boards Association has provided a list of upcoming meetings that the Board's representative should attend.

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CONSIDERATION OF MINUTES

Motion by Mrs. Wall, seconded by Mrs. Dawson, to approve the minutes of the Regular Meeting of September 19, 2005 as presented.

Motion carried 9-0.

Motion by Mrs. Wall, seconded by Mrs. Dawson, to approve the minutes of the Executive Session of September 19, 2005 as presented.

Motion carried 9-0.

COMMUNICATIONS

Dr. Kazmark advised that a communication was received from the environmental specialist regarding the air quality at the high school. Mr. Prusina advised that a concern was expressed about the air quality during the construction process. The Department of Health was called immediately and advised about the concern. Air quality tests were conducted and the results indicated that the high school is within the safety tolerance of what is accepted in a school building.

Dr. Kazmark advised that this data will be sent to the MLEA in response to the concern raised by them and Mr. Prusina will communicate with the student who expressed concern.

Mrs. Mucci reported on a presentation she attended on the subject of recognizing and reporting signs of suspected child abuse and neglect. There have been revisions to the code requiring changes in Board policy and school practices regarding this subject and there is an on-line training program available on the subject.

Dr. Kazmark advised that two teachers from The Craig School would be participating in the Smart Boards teacher training in the district. Mrs. Mucci advised that the training classes started today.

Mrs. McCusker advised that a CD-ROM on the subject of property taxes was received from New Jersey School Boards and it can be provided to any Board member who wants to review it.

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COMMITTEE REPORTS

NEGOTIATIONS COMMITTEE

The committee will meet this Friday to discuss the upcoming negotiations session with the teachers.

FACILITIES COMMITTEE

Mrs. Boertzel reported that the lighting in the high school gym has been installed and looks great and the locker room is coming along nicely. Dr. Kazmark advised that Mr. Somjen would be reporting to the Board on the construction project process on October 17. It was suggested that reports at a Board meeting by Mr. Somjen be scheduled on a regular basis.

SPECIAL EDUCATION FORUM

Mrs. Wall advised that the opening program is scheduled on October 11 in the high school library and will be a presentation by Eric Fox on self-advocacy as part of transition. Invitations have been sent to parents of children participating in that program but the presentation is open to everyone. The student program will begin on October 18 and continue for six weeks.

MUNICIPAL ALLIANCE

Mrs. Brennan reported that two new members have been appointed by the Borough Council. A request for volunteers for the Giraffe Program will be made at the Wildwood back to school night. Red Ribbon Week is scheduled on October 23-31 and there will be a variety of activities at all the schools focusing on drug and alcohol awareness.

FIT FOR LIFE

Mrs. Brennan advised that the committee will hold a series of parent workshops at the January 25, 2006 Home and School meeting and a variety of groups from the community will have speakers. The contest to design a Fit for Life logo is currently underway.

GRANT ACTION COMMITTEE

Mrs. Brennan advised that the second roundtable was held on September 26 and there were a number of organizations represented. Mrs. Mucci has attended faculty meetings and discussed grants that the committee is working on.

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COMMITTEE REPORTS continued

TRAFFIC COMMITTEE

Mr. Gniewek advised that the committee has asked the Borough Engineer to look at the traffic patterns. No decision has yet been reached with regard to Beechway. The current construction patterns seem to be working well subject to changes according to what is going on during a particular day. Chief Tovo has advised that the Board should adopt a resolution authorizing the Police Department to enforce the traffic regulations on an annual basis for each of the schools. Mr. Kistner will prepare an appropriate resolution for the Oct. 17th meeting and will make sure that the resolution is adopted annually at the reorganization meeting.

EDUCATIONAL FOUNDATION

Mrs. Boertzel reminded the Board members of the Golf and Tennis Outing on Monday, October 10. Reservations for dinner are still being accepted.

**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.

Motion 110-05 was tabled.

Motion by Mrs. Boertzel, seconded by Mrs. Wall, to approve the adjustment of the revenue and appropriation budgets to the following amounts for the 2005-2006 Lake Drive School Summer, Pre-school and Regular program budgets due to increased anticipated tuition revenues:

| | <u>Original Budget</u> | <u>Adjusted Budget</u> |
|---------------|------------------------|------------------------|
| Summer School | \$ 273,150 | \$ 423,150 |
| Pre-school | 661,404 | 811,404 |
| Regular | 7,646,738 | 7,821,738 |

Appropriations for salaries, benefits, utilities and purchased professional services will be adjusted in the Summer School, Pre-school and Regular program budgets.

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Dawson, seconded by Mrs. Wall, that the Board Secretary's Report for the month of July 2005, be approved.

Motion carried by unanimous roll call vote 9-0.

111-05
Approval
Adjustment of
Lake Drive
School Budgets

112-05
Board
Secretary's
Report

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

Motion by Mrs. Lareau, seconded by Mrs. Wall, that the Current Check Register (Bills List) for the month of August 2005, be approved for payment in the amount of \$1,121,288.43.

113-05
Check
Register

Motion carried by unanimous roll call vote 9-0 (Mrs. Dawson abstained with respect to No. 050912 and Mr. Munday abstained as to No. 050496).

Motion by Mrs. Lareau, seconded by Mrs. Brennan, 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. Be it also resolved that the attached 2005-2006 transfer history spreadsheet be approved through 7/31/05.

114-05
Transfers

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Lareau, seconded by Mrs. Brennan, to approve the acceptance of the following cash gifts:

115-05
Acceptance
Of Gift

| | |
|---------------------------------------|---------|
| Mountain Lakes Educational Foundation | \$9,000 |
| Home & School-Briarcliff | 3,000 |
| Home & School-High School | 3,000 |

towards the purchase of four smartboards. Two will be located at Wildwood, one at Briarcliff and one at the High School.

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Lareau, seconded by Mrs. Brennan, to approve the submission, by Parette-Somjen Architects, of the preliminary project application for the anticipated New Classroom Facility for Lake Drive School Project (SP#3460-070-06-1000) to the State Department of Education. As part of this application, the Board authorizes the appropriate amendment of the district's Long Range Facility plan to reflect, in greater detail, the scope of this project.

116-05
Approval
Submission of
Lake Drive
Project to
Dept. of Ed.

This will be discussed further by the Finance and Facilities Committees.

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 Mrs. Dawson, seconded by Mrs. Lareau, that the Report of the Treasurer of School Monies for the month of July 2005 be approved.
Motion carried by unanimous roll call vote 9-0.

126-05
Treasurer of
School Monies
Report

REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS

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

117-05
Tuition
Reimbursement

| | | |
|-----------------------------|-------------------|---|
| Keri Clasulli Lake Drive | Walden University | Teacher as a Professional 3 credits Strategies for Literacy-Part I 3 credits Strategies for Literacy-Part II 3 credits Elementary Match: Numbers & Oper. 3 credits |
|-----------------------------|-------------------|---|

| | | |
|------------------------------|-------------------|---|
| Deanna Richter Lake Drive | Walden University | Teacher as a Professional 3 credits Strategies for Literacy-Part I 3 credits Strategies for Literacy-Part II 3 credits Elementary Match: Numbers & Oper. 3 credits |
|------------------------------|-------------------|---|

| | | |
|--|------------------|--|
| Lindsay Kielley Wildwood/Briarcliff | Seton Hall Univ. | Organizational Structures & Procedures 3 credits |
|--|------------------|--|

Motion carried by unanimous roll call vote 9-0.

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

118-05
Substitute
Appointments

| | |
|--------------------|---|
| Salvatore Crivelli | Interviewed and recommended by Mr. Cresbaugh. |
| Kathryn Johnson | Interviewed and recommended by Mrs. Mucci. |
| Marta Tsvidakis | Interviewed and recommended by Mr. Reid. |

(Marta is presently doing her student teaching in the 3rd grade at Wildwood and will be available to sub only after completing her student teaching assignment.)

Motion carried by unanimous roll call vote 9-0.

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REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

Motion by Mrs. Dawson, seconded by Mrs. Lareau, to approve the enrollment of Jacob Franklin, son of Kim Franklin, Lake Drive teacher, in the kindergarten at Wildwood School for the 2006-2007 school year.

119-05
Non-Resident
Non-Paying
Staff Child

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Dawson, seconded by Mrs. Lareau, to approve home instruction for #05-101 Grade 11 effective immediately. Instructors: Carol Saunders, Richard Ziccardi and Michael Polashenski.

120-05
Personnel
Substitute
Appointments

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Lareau, seconded by Mrs. Dawson, to approve payment to the following ABA instructors for a student at Wildwood School effective immediately for the remainder of the school year at a rate of \$40.00 per hour:

121-05
Special
Education
Payment for
ABA
Instructors

Rachel Kirk
Colleen Stevens

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Lareau, seconded by Mrs. Dawson, to approve a maternity/child care leave of absence for Anne Mucci, district administrator, effective January 2, 2006. Mrs. Mucci will be on paid leave through March 3, 2006 and is eligible for health benefits as provided under FMLS and NJFLA.

122-05
Personnel
Maternity/
Child Care
Leave of
Absence

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Dawson, seconded by Mrs. Boertzel, to approve the following person as a Paraprofessional at Lake Drive School:

123-05
Personnel
Appointment

Joan Alesi – Step 1, 6 hours/day, \$11.33 per hour pending NJ Criminal Background check. All costs to be paid by sending district.

Motion carried by unanimous roll call vote 9-0.

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REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

Motion by Mrs. Dawson, seconded by Mrs. Boertzel, to approve the following person as a Paraprofessional at Lake Drive School:

124-05
Personnel
Appointment

Rachel Wander – Step 1, 6 hours/day, \$11.33 per hour, effective immediately. Rachel worked as a paraprofessional during the 2004-2005 school year.

Motion carried by unanimous roll call vote 9-0.

Motion by Mrs. Dawson, seconded by Mrs. Boertzel, to approve **Bob Sproha** as a long-term substitute covering Marion Clark's classes, effective October 3, pending Ms. Clark's return. Ms. Clark has been on sick leave since September 21. MA Step 10 at a per diem rate of \$262.96. Mr. Sproha has substituted in the district for many years.

125-05
Personnel
Substitute
Appointment

Motion carried by unanimous roll call vote 9-0.

COMMENTS AND REQUESTS FROM THE MLEA PRESIDENT

Ms. Hussein asked for clarification on the motion regarding tuition reimbursement. Mr. Kistner noted that the reimbursement for the teachers and for the administrator would be accounted for separately.

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 Mr. Stokes, seconded by Mrs. Brennan, to adopt a Resolution to enter into Closed Session for the discussion of matters relating to student confidentiality, negotiations and litigation. Resolution was duly read and the Board entered into Executive Session at 9:20 p.m. Motion was approved 9-0.

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ADJOURNMENT

Motion by Mrs. Lareau, seconded by Mrs. Brennan, that meeting be adjourned from Executive Session at 11:10 p.m.

Motion carried 9-0.

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> |
|--------------------|-------------------------------|---|
| October 12, 2005 | Special Meeting | Mountain Lakes High School (7:00 p.m.) |
| October 17, 2005 | Regular Meeting | Mountain Lakes High School (7:30 p.m.) |
| November 7, 2005 | Regular Meeting | Mountain Lakes High School (7:30 p.m.) |
| November 21, 2005 | Regular Meeting | Mountain Lakes High School (7:30 p.m.) |