

MOUNTAIN LAKES BOARD OF EDUCATION
MINUTES OF REGULAR MEETING
Monday, October 17, 2005

A Regular Meeting of the Mountain Lakes Borough Board of Education was held on Monday, October 17, 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 (7:42 pm)
 Mrs. Lareau
 Mrs. McCusker
 Mr. Munday
 Mr. Stokes
 Mrs. Wall
 Mrs. Pascarella, Boonton Township Representative
 Dave Dobrosky, 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.

PRESENTATION

Greg Somjen of Parette Somjen reported on the status of the high school construction project. He advised that the work is proceeding at a very fast pace and that unless there is an early freeze the project will be enclosed and set to work internally throughout the winter. Mr. Somjen also advised that the locker rooms are nearly complete and should be delivered for use next week.

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PRESENTATION continued

In response to questions from the Board, Mr. Somjen advised that the high school gym would be ready for use for the basketball season. The repainting and finishing of the floor are scheduled to be completed during the week of Teacher's Convention in November and the "Lakers" logo will be painted on the wall. The gym will be used this weekend for the pep rally and homecoming dance. Some pieces of the furniture proposed to be purchased for the media center will be delivered to the school at the end of October for the students to try out and will be ordered to coordinate with the completion of the media center scheduled for March 2006.

Mr. Somjen also discussed the Long Range Facilities Plan and the challenges created by the State in the software program to be used for the submission of the Plan.

Discussion took place regarding the inaccuracy of the enrollment predictions used by the State in the Plan. It was noted that it is not appropriate for the Board to approve the Plan that contains inaccurate enrollment information since the Board has made decisions based on the correct enrollment numbers. Mr. Somjen advised that the Plan is a planning tool and can be changed. Dr. Kazmark suggested that the Plan be submitted to the State with a cover letter stating the Board's concerns about the accuracy of the information in the Plan. The consensus of the Board was in favor of submitting such a cover letter.

COMMENTS AND REQUESTS FROM THE MLEA PRESIDENT

Ms. Hussein had no questions or comments.

COMMENTS AND REQUESTS FROM MEMBERS OF THE PUBLIC

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

REPORT OF STUDENT REPRESENTATIVE

David Dobrosky advised that the plans for the pep rally, homecoming dance and senior picnic are proceeding smoothly. The homecoming dance is scheduled this weekend and the proceeds will be sent to two schools in the gulf region.

CONSIDERATION OF MINUTES

Motion by Mrs. Brennan, seconded by Mrs. Lareau, to approve the minutes of the Regular Meeting of October 5, 2005 as presented.

Motion carried 9-0-1 (Abstain-Mrs. Pascarella).

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CONSIDERATION OF MINUTES continued

Motion by Mrs. Wall, seconded by Mrs. Lareau, to approve the minutes of the Executive Session of October 5, 2005 with the following correction:

Page 1, paragraph #1, change to read Report of the discussion with the parents...

Motion carried 9-0-1 (Abstain-Mrs. Pascarella).

Motion by Mr. Stokes, seconded by Mrs. Wall, to approve the minutes of the Special Meeting of October 17, 2005 as presented.

Motion carried 9-0-1 (Abstain-Mrs. Lareau).

Motion by Mrs. Wall, seconded by Mrs. Brennan, to approve the minutes of the Executive Session of October 17, 2005 as presented.

Motion carried 9-0-1 (Abstain-Mrs. Lareau).

Discussion took place regarding the process for releasing Executive Session minutes that have been redacted and future review of those minutes by the Board. Mr. Kistner will review the executive session minutes with redactions that have been made in the past and send copies to the Board for their review. Where appropriate, redactions will be withdrawn and revised copies of the executive session minutes will be released to the public.

COMMUNICATIONS

Dr. Kazmark advised that the new Acting Commissioner of Education is Lucille Davy and the northern region contact is Bill King.

Mr. Kistner advised that he received an email from the State regarding requests for additional funds from transportation contractors to cover increased costs of providing services. Such adjustments are not permitted and there are no clauses in the contracts allowing for any adjustments. Mr. Kistner further advised that the district has not received any communications from contractors requesting an increase in their fees.

COMMITTEE REPORTS

FINANCE COMMITTEE

Mr. Stokes advised that the committee met and received an update from Mr. Kistner on this year's budget and a review of an historical analysis of expenditures over the past three school years. The committee also discussed the appropriate measures to be

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COMMITTEE REPORTS continued

considered with respect to expenditure overages on the construction projects that were completed in the summer of 2004. Motion 094-05 (on this agenda) has been presented to address the circumstance.

Mr. Kistner advised that the budget materials have been issued to the principals and supervisors and a directive has been issued to those people to prepare a flat budget for the new school year. Mr. Kistner reviewed the transfer tracking spreadsheet that will be attached to the each monthly transfer request.

PROGRAM COMMITTEE

Mrs. Wall advised that the committee had the second presentation on the curriculum work on the World Language Curriculum. She commended the following teachers who worked on the curriculum and gave a very thorough presentation: Jim Mendello, Peggy Judge, Pat Quiroz, Marissa Wilhelm, Sue Bessin and Linda Brady. The committee also discussed the proposed expansion of the AP Spanish program and ongoing efforts to coordinate the language program with Rockaway Valley School.

POLICY COMMITTEE

Mrs. Dawson advised that the committee started its review of the policies that were identified by NJ School Boards as needing review. The Automatic External Defibrillator (3516.1) policy was presented to the Board for first reading.

Discussion took place regarding the defibrillator policy and the procedures to be established and followed with regard to the requirement that the equipment be checked every day that it will be in use including weekends, holidays and other times when school is not in session. A suggestion was made that the school custodians be trained to check the equipment as part of the building opening procedure.

The defibrillator policy will be presented at the next meeting for adoption.

SPECIAL EDUCATION FORUM

Mrs. Wall advised that the opening program for the school year presented by Eric Fox on the topic of self-advocacy was held on October 11. The program will be delivered to two classes in the high school and one class at Briarcliff as part of the transition plan. The program is very interesting and will begin on October 25th for a six-week cycle. The next program is scheduled on November 8 at the high school library on the topic of motivation for success in school.

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COMMITTEE REPORTS continued

FIT FOR LIFE

Mrs. Brennan advised that there were two logos selected from the contest. One will be used on the tee shirts and the other for the cover of the cookbook. The designers of the winning logos will be receiving gift certificates from Sports Authority.

EDUCATIONAL FOUNDATION

Mrs. Boertzel advised that the Golf Outing has been postponed to October 24 due to the weather. The Foundation is moving in the direction of thinking that they would be willing to coordinate working with development of an alumni association. The issue of gaming licenses for raffles and auctions was also discussed.

LAKER SPORTS

Dr. Kazmark advised that there will be a presentation to the Board on either November 7 or 21 from the turf field company.

TECHNOLOGY

Dr. Kazmark advised that there are nine candidates to be interviewed for the Supervisor of Technology position.

BOONTON TOWNSHIP REPORT

Mrs. Pascarella advised that the new state of the art playground at Rockaway Valley School is being enjoyed by all the students.

**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 by Mr. Stokes, seconded by Mrs. Wall, to approve the transfer of \$35,157.53 from Fund 10 Capital Reserve to the Capital Projects Fund to fund the balance of actual expenditures for the following 2004-2005 projects:

094-05
Funding from
Capital
Reserve Acct

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

Briarcliff Roof	\$3,368.45
Briarcliff Masonry Repairs	\$8,944.57
Wildwood Windows	\$7,272.71
High School Fire Alarm	\$15,571.80

Motion carried by unanimous roll call vote 10-0.

Motion by Mrs. Dawson, seconded by Mrs. Lareau, to adopt the following Resolution:

WHEREAS, every New Jersey school district must submit a long Range Facility Plan to the Commissioner of Education every five years, and

WHEREAS, regulations require that every board of education must approve of the submission of this plan,

110-05
Resolution
Submission of
Long Range
Facility Plan

NOW THEREFORE BE IT RESOLVED, that the Mountain Lakes Board of Education does hereby authorize the Superintendent of Schools and/or the School Business Administrator to submit the attached Long Range Facility Plan generated by the state-mandated software for the Mountain Lakes School District to the Commissioner of Education, together with a letter pointing out the major inaccuracies in the assumption and methodology mandated by the State as applied to the district; and

BE IT FURTHER RESOLVED, that the Superintendent and/or the School Business Administrator, in accordance with regulation, shall provide an advisory copy of this plan to the local planning board.

Motion carried by unanimous roll call vote 10-0.

Motion by Mrs. Wall, seconded by Mrs. Dawson, to approve the attached Resolution binding the Mountain Lakes School District to Purchase Natural Gas Supply Services through the Alliance for Competitive Energy Services (ACES) Bid Cooperative Pricing System ID#E8801-ACESCPS.

127-05
Resolution
Purchase of
Natural Gas
Supply Services

Motion carried by unanimous roll call vote 10-0.

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

RESOLVED that the traffic conditions on and around all school district properties are in need of special attention.

128-05
Resolution
Traffic
Conditions

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

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 all school properties 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 October 17, 2005.

Board Secretary

Motion carried by unanimous roll call vote 10-0.

Motion by Mrs. Lareau, seconded by Mrs. Brennan, that the Current Check Register (Bills List) for the month of August 2005, be approved for payment in the amount of \$1,224,364.97.

129-05
Check
Register

Motion carried by unanimous roll call vote 10-0 Mrs. Dawson abstained with respect to 050576 and 050895 and Mr. Munday abstained with respect to 050240 and 050101.

Motion by Mrs. Lareau, seconded by Mrs. Brennan, that the Current Check Register (Bills List) for the month of August 2005, be approved for payment in the amount of \$13,928.14.

130-05
Check
Register

Motion carried by unanimous roll call vote 10-0.

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:

131-05
Tuition
Reimbursement

Jennifer Distell Lake Drive	Marygrove College	Strategies for Literacy Instruction-Comprehension	3 credits
Samantha Lake Lake Drive	Marygrove College	Strategies for Literacy Instruction-Comprehension	3 credits

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REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

Jeff Santoro Rutgers University Wind Ensemble 3 credits
High School

Motion carried by unanimous roll call vote 10-0.

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

132-05
Personnel
Substitute
Appointments

Kelly Marold Interviewed and recommended by Mr. Cresbaugh
Michele Hoffman Interviewed and recommended by Mr. Dolan

Motion carried by unanimous roll call vote 10-0.

Motion by Mrs. Dawson, seconded by Mrs. Wall, to accept the retirement/resignation of Bobbie Boulware, Music teacher at the High School, effective June 30, 2006 with appreciation for his 27 years of service.

133-05
Personnel
Retirement/
Resignation

Motion carried by unanimous roll call vote 10-0.

Motion by Mrs. Dawson, seconded by Mrs. Lareau, to approve home instruction for #05-102 Grade 10 effective immediately for approximately two weeks. Instructors: Carol Saunders and Angela Isola.

134-05
Home
Instruction

Motion carried by unanimous roll call vote 10-0.

Motion by Mrs. Dawson, seconded by Mrs. Lareau, to approve the attached list of extra-pay appointments for Briarecliff School for the 2005-2006 school year.

135-05
Personnel
Extra-Pay
Appointments

Motion carried by unanimous roll call vote 10-0.

Motion by Mrs. Lareau, seconded by Mrs. Dawson, to approve the attached list of extra-pay appointments for Lake Drive for the 2005-2006 school year.

136-05
Personnel
Extra Pay
Appointments

Motion carried by unanimous roll call vote 9-0.

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REPORT AND RECOMMENDATIONS OF SUPERINTENDENT OF SCHOOLS
continued

Motion by Mrs. Lareau, seconded by Mrs. Dawson, to approve the attached Memorandum of Agreement between the Mountain Lakes Education Association and the Mountain Lakes Board of Education.

137-05
Memorandum
Of Agreement

Motion carried by unanimous roll call vote 10-0.

Motion 138-05 was withdrawn.

Motion by Mrs. Lareau, seconded by Mrs. Brennan, to approve the annual update to the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials.

139-05
Agreement
Between
Education and
Law Enforcement
Officials

Motion carried by unanimous roll call vote 10-0.

Motion by Mrs. Lareau, seconded by Mrs. Brennan, to approve an increase in time for Linda Brady, World Language teacher at the High School, from 100% (\$79,741) to 110% (\$87,715).

140-05
Personnel
Increase in Time

Motion carried by unanimous roll call vote 10-0.

Motion by Mrs. Lareau, seconded by Mrs. Brennan, to approve substitute Jane Cassaras as a maternity leave replacement for Diane Geveke at a daily rate of 1/200th of BA Step 1 (\$204.54) retroactive to September 12, 2005.

141-05
Personnel
Maternity
Leave
Replacement

Motion carried by unanimous roll call vote 10-0.

PRESIDENT'S REPORT

Mrs. McCusker reminded the Board members to complete the self-evaluation forms and to send her an email advising their availability for a meeting in December with Joanne Borin.

NEW BUSINESS

Mrs. Boertzel commended the Guidance Department for meeting with students regarding the recent accidental death in the Borough.

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COMMENTS AND REQUESTS FROM THE MLEA PRESIDENT

Ms. Hussein requested and was provided with a copy of the LRFP plans given to the Board by the architect.

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 matters involving potential litigation, student confidentiality and negotiations. Resolution was duly read and the Board entered into Executive Session at 10:00 p.m.

ADJOURNMENT

Motion by Mrs. Wall, seconded by Mrs. Lareau, that meeting be adjourned from Executive Session at 10:45 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>
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.)