



Mountain Lakes School District
96 Powerville Road, Suite 1
Mountain Lakes, New Jersey 07046
Phone: 973-334-8280 - Fax: 973-334-2316
www.mlschools.org

MOUNTAIN LAKES BOARD OF EDUCATION
MINUTES OF REGULAR MEETING

January 3, 2023

The meeting was called to order at 6:38p.m. by Mr. Ferreira

MINUTES

STATEMENT OF ADEQUATE NOTICE

The New Jersey Open Public Meetings Law was enacted to ensure 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 Daily Record, The Citizen, and the District Website.*

CERTIFICATION OF ANNUAL ELECTION – REPORT OF BOARD SECRETARY

BE IT FURTHER RESOLVED, that the Mountain Lakes Board of Education have the Statement of Determination, dated November 18, 2022, of the 2022 School Election as certified by the Morris County Board of Elections made part of the annual organization meeting minutes.

<u>THREE-YEAR TERM (3)</u>	<u>Total Votes</u>
Joanne Barkauskas	1,445
James Hirschfeld	1,417
Lauren Silva McIntyre	1,453
Write-ins	92

OATH OF OFFICE

Board Secretary administers Oath to newly elected Board Member:

Joanne Barkauskas
James Hirschfeld
Lauren Silva McIntyre

ROLL CALL

Board Member	Present	Absent
Dr. Don	X	
Dr. Driscoll	X	
Dr. Hirschfeld	X (arrived at 6:43p.m.)	
Ms. Leininger	X	
Mr. LeVar		X
Ms. Lewis	X	
Dr. McIntyre	X	
Mrs. Parker (<i>Vice President</i>)	X	
Mrs. Tucker	X	
Mrs. Barkauskas (<i>President</i>)	X	

Also present: Mr. Michael Fetherman, Mr. Alex Ferreira, Mrs. Ivonne Cirese

PLEDGE OF ALLEGIANCE

Board Secretary, Mr. Ferreira will lead those present in the Pledge of Allegiance

ELECTION OF OFFICERS

Board President

Mr. Ferreira opened nominations for President to be open

RESOLVED, to nominate Mrs. Barkauskas for President

Ms. Lewis nominated Mrs. Barkauskas for office of President

Additional Nominees: None

RESOLVED, nominations for office of President were closed and the motion carried 8-0-1 (Mrs. Barkauskas abstained)

Discussion or comment - Mrs. Barkauskas commented:

- Thanked the BOE for the work to benefit the students
- Grateful for the work that is to be undertaken by the BOE

At this time in the meeting the newly elected President took her seat

Board Vice President

Mr. Ferreira opened nominations for Vice President to be open

RESOLVED, to nominate Mrs. Parker for Vice President

Ms. Lewis nominated Mrs. Parker for office of Vice President

Additional Nominees: None

RESOLVED, nominations for Vice President were closed and the motion carried 8-0-1 (Mrs. Parker abstained)

Discussion or comments: None

At this time in the meeting the newly elected Vice President took her seat

EXECUTIVE SESSION

BE IT RESOLVED, that the Mountain Lakes Board of Education enter into Executive Session was made by Dr. Hirschfeld and seconded by Mrs. Tucker, that the Board of Education adopt the following resolution.

The motion was approved 9-0-0

BE IT RESOLVED, by the Mountain Lakes Board of Education on this 3rd day of January, 2023 at 6:51p.m. as follows:

1. The Board shall recess to closed session in accordance with the Open Public Meetings Law, N.J.S.A. 10:4-12b (1), (2), (6), (7) and (8). The general nature of the discussion:

Matters of personal confidentiality rights, including but not limited to staff and/or student discipline matters, and specifically: privacy and negotiations

2. These matters will be disclosed to the public as soon as the need for confidentiality no longer applies.

3. This resolution shall take effect immediately.

MOTION, to leave executive session at 7:52p.m. was made by Ms. Lewis and seconded by Dr. Driscoll.

The motion was approved 9-0-0 and the Board returned to public session at 7:52p.m.

STUDENT GOVERNMENT REPORT - None

MOUNTAIN LAKES SCHOOL DISTRICT STUDENT COMMENT – None

COMMENTS AND REQUESTS FROM THE MLEA PRESIDENT

Mrs. Dunn commented:

- Welcome back to staff and students
- Welcome back to returning Board members
- Challenges of current year
- Challenges of working under expired contract
- Hope to negotiations resolution

PRESENTATIONS - None

BOARD PRESIDENT REPORT - None

SUPERINTENDENT / ASSISTANT SUPERINTENDENT UPDATE - None

SCHOOL BUSINESS ADMINISTRATOR UPDATE - None

APPROVAL OF MINUTES - None

COMMENTS AND REQUESTS FROM THE MEMBERS OF THE PUBLIC ON AGENDA ITEMS - None

COMMUNICATIONS - None

BOONTON TOWNSHIP REPORT - None

COMMITTEE REPORTS

- Curriculum, Instructions & Assessments, Dr. Hirschfeld reviewed:
 - Math AP courses
 - Mentoring process
 - Teacher check-in process
 - Professional Development Day topics
 - Health PE
 - Media resource selection
 - Wildwood trimester
 - Entrepreneurship dual enrollment

LIAISON REPORTS

- FOTA, Ms. Leininger reviewed:
 - Wildwood/Briarcliff: Spring show Madagascar
 - High School: Guys and Dolls
 - Winter concerts
- Recreation Commission, Ms. Leininger reviewed:
 - Pickleball court discussion

REPORT AND RECOMMENDATIONS OF THE SCHOOL BUSINESS ADMINISTRATOR / BOARD SECRETARY

A. REORGANIZATION

- Mr. Ferreira reviewed:
 - Reorganization / Finance / Miscellaneous agenda resolutions
 - Board discussion on donations and policy revisions

Motion by Dr. Driscoll and seconded by Ms. Lewis for motions #1 - #12

1. Code of Ethics for School Board Members

BE IT RESOLVED, that the Mountain Lakes Board of Education adopts the Code of Ethics for School Board members, as recommended by the Superintendent:

A School board member shall abide by the following Code of Ethics for School Board Members: (each member reads one aloud)

- a. I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.
- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.
- c. I will confine my board action to policy making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
- d. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
- e. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action that may compromise the board.

- f. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
- g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its school.
- h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in the proper performance of their duties.
- j. I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution.

Roll call vote 9-0-0

2. Morris County School Boards and New Jersey School Boards

BE IT RESOLVED, that the Mountain Lakes Board of Education approves the appointment to Morris County School Boards Association and New Jersey School Boards Association, move that the President be directed to appoint a Delegate and an Alternate to the Morris County School Boards Association and the New Jersey School Boards Association, as recommended by the Superintendent.

Roll call vote 9-0-0

3. Parliament of Procedures

BE IT RESOLVED, that the Mountain Lakes Board of Education adopt Robert Rules of Order as the official parliamentary procedure manual to be used to conduct meetings and appoint the board secretary and the board attorney to act as the parliamentarians for the 2023 calendar year, as recommended by the Superintendent.

Roll call vote 9-0-0

4. Authorized Signatures / Annual Appointments

BE IT RESOLVED, that the Mountain Lakes Board of Education extends the following appointments and authorized signatures for the following accounts for the period of January 1, 2023 to December 31, 2023, as recommended by the Superintendent:

Board Secretary	Mr. Alex Ferreira
Acting Board Secretaries	Mr. Michael Fetherman, Mrs. Lisa Hogan
Treasurer of School Monies	Mr. Timothy Roberts
Authorized Signatures General	Mr. Alex Ferreira, Board President, Mr. Timothy Roberts
Authorized Signature Payroll Account	Mr. Timothy Roberts
Claims Auditor	Mr. Alex Ferreira
Custodian Of Records	Mr. Alex Ferreira

Depositories for School Funds	Lakeland Bank
District Attorney	Fogarty & Hara, ESQS
District Architect	Di Cara Rubino
District Engineer	Anderson & Denzler Associates, Inc.
District Insurance	USI Insurance Services
District Physician	Dr. Arnold Pallay, Changebridge Medical Associates
Official Newspapers	The Daily Record, The Citizen
OPRA Officer	Mr. Alex Ferreira
Pre-Payment Authorization	Mr. Alex Ferreira, Mr. Michael Fetherman
Qualified Purchasing Agent	Mr. Alex Ferreira

Roll call vote 9-0-0

5. 2023 School Board of Education Meeting Calendar

BE IT RESOLVED, that the Mountain Lakes Board of Education will hereby hold and advertise their regular meetings for the 2023 calendar year and the 2024 reorganization meeting, in the Media Center or Auditorium at the Mountain Lakes High School or virtually at 6:30pm as follows, as recommended by the Superintendent.*

Roll call vote 9-0-0

6. Strauss Esmay Policy and Regulations Manual

BE IT RESOLVED, that the Mountain Lakes Board of Education approves and adopts the policies and regulations included in the Strauss Esmay Policy and Regulations Manual, as recommended by the Superintendent.

Roll call vote 9-0-0

7. Doctrine of Necessity

WHEREAS, the School Ethics Act, N.J.S.A. 18A:12-21 et seq. was enacted by the New Jersey State Legislature to ensure and preserve public confidence in school board members and school administrators and to prove specific ethical standards to guide their conduct; and WHEREAS, questions have arisen regarding how a Board should invoke the Doctrine of Necessity when a quorum of a board of education has conflicts of interest on a matter required to be voted upon; and

WHEREAS, the School Ethics Commission has provided some guidance in Public Advisory Opinion A03-98 (April 1, 1998) but finds that there is a need to repeat and clarify its opinion; and

WHEREAS, the opinion set forth that, when it is necessary for a Board to invoke the Doctrine of Necessity, the Board should state publicly that it is doing so, the reason that such action is necessary and the specific nature of the conflicts of interest; and

WHEREAS, in keeping with the Legislative purpose as set forth in N.J.S.A. 18A:12-22(a) the School Ethics Commission views public disclosure of conflicts of interest to be paramount when it is necessary to invoke the Doctrine of Necessity.

NOW, THEREFORE BE IT RESOLVED that the School Ethics Commission hereby requires Boards of Education that must invoke the Doctrine of Necessity to adopt a resolution setting forth that they are invoking the Doctrine, the reason for doing so and the specific nature of the conflicts of interest; and

BE IT FURTHER RESOLVED that Boards of Education that invoke the Doctrine are directed to read the resolution at a regularly scheduled public meeting, post it where it posts public notices for thirty (30) days and provide the Commission with a copy; and

BE IT FURTHER RESOLVED that the Commission shall distribute this Resolution to the county superintendents for distribution to the school districts, the New Jersey School Boards Association, the New Jersey Principals and Supervisors Association, the New Jersey Association of School Administrators, the New Jersey Association of School; Business Officials and the New Jersey Education Association, as recommended by the Superintendent.

Roll call vote 9-0-0

A. FINANCE

8. Settlement Agreement Δ

BE IT RESOLVED by the Mountain Lakes Board of Education (hereinafter referred to as the “Board”) that the terms, stipulations and conditions as established in the Settlement Agreement and Release (hereinafter referred to as “Agreement”) between the Board and the Parent of a student ID # 26189, whose name is on file in the Superintendent’s office, and which Agreement is located in the student’s file, are hereby adopted and approved by the Board. The Board President and Business Administrator/Board Secretary are hereby authorized and directed to execute the Settlement Agreement and Release, and any other documents necessary to effectuate the settlement, as recommended by the Superintendent.

Roll call vote 9-0-0

9. Donations / Grant

BE IT RESOLVED, that the Mountain Lakes Board of Education approve the following donations / grants, as recommended by the Superintendent:

To	From	Reason	Amount
Deaf Academic Bowl Team - LD	Mountain Lakes Alumni Association	Academic Bowl Trip to Kentucky School for the Deaf	\$1,000.00

Roll call vote 9-0-0

10. Professional Services

WHEREAS, the Mountain Lakes Board of Education (“Board”) has decided to secure the professional services to support the instructional programs of the district; and

WHEREAS, the Board is permitted, pursuant to the Public School Contracts Law, N.J.S.A. 18A:18A-1 et seq., to contract with vendors providing professional services, without advertising bids; and

NOW THEREFORE, BE IT RESOLVED, that the Board hereby awards the following contracts with vendors providing professional services, as recommended by the Superintendent:

Contractor	Start Date	End Date	Nature / Service	Rate	Contract / Not to Exceed
Silvergate Prep	11/16/2022	12/30/2022	Home Instruction SID #: 2731	\$50.00 per hour	10 hours per week
LearnWell	11/16/2022	12/30/2022	Home Instruction SID #: 4068	\$50.00 per hour	10 hours per week
Employment Horizons Inc	8/31/2022	06/22/2023	Vocational Evaluation	\$900.00	\$2,700.00

Roll call vote 9-0-0

C. MISCELLANEOUS

11. Board Policies

BE IT RESOLVED, that the Mountain Lakes Board of Education approve and adopt the below polices for presentation for second reading, as recommended by the Superintendent:*

Action	Policy Number	Policy Alert	Title	First Reading	Second Reading
New	2415.51	227	Wildwood Title I - School Parent and Family Engagement	12/5/2022	1/3/2023
New	2415.52	227	Briarcliff Title I - School Parent and Family Engagement	12/5/2022	1/3/2023
New	2415.53	227	MLHS Title I - School Parent and Family Engagement	12/5/2022	1/3/2023

Roll call vote 9-0-0

REPORT AND RECOMMENDATIONS OF THE SUPERINTENDENT

A. PERSONNEL

- Mr. Fetherman reviewed
 - Personnel and miscellaneous agenda resolutions
 - Board discussion on extra sections and work and retirees for service

Motion by Ms. Lewis and seconded by Ms. Leininger for motions #12 - #18

12. Appointments / Amendments/ Resignations / Rescission / Retirements / RIF's

BE IT RESOLVED, that the Mountain Lakes Board of Education approve the following appointments, amendments, resignations, rescissions, retirements and RIFs, for all regular employees with base pay, be approved, as recommended by the Superintendent:

Name	Action	UPC	Position	Location	FTE	Degree/ Step	Rate of Pay	Start Date	Term Date
DISTRICT									
Lord, Roberta	Retirement	SPS-LR-SEC-02	Principal Secretary	LD	1.0	Step 13	\$70,570	09/01/89	06/30/23
Rice, Jessica	Resignation	SPS-LR-AID-U29-26	Paraprofessional	LD	.97	Step 6	\$19,913.95	8/29/19	1/16/23
IH/WW/BC									
Dunn, Melissa	Additional Section	TCH-WW-TCH-34	Teacher (ELS)	WW	1.12	BA/Step 14	89,605.60 (pro-rated)	12/12/22	6/30/23
Mustachio, Judy	Revise Appointment	SPS-WW-CAFAI D-02	Café/Lunch Aide	WW	.72 (4.5 hrs /day)	Step 9	\$18,537.04 (pro-rated)	1/2/23	6/30/23
Pinney, Natalia	Resignation	SPS-CST-ABA-01	Teacher	WW	1.0	BA/Step 6	\$66,365	9/1/21	2/10/23
Sakelakos, Jean	Revise Appointment	SPS-WW-CAFAI D-03	Café/Lunch Aide	WW	.40 (2.5 hrs / day)	Step 1	\$7,603.80 (pro-rated)	12/12/22	6/30/23

District Roll call vote 9-0-0
IH/WW/BC Roll call vote 9-0-0

13. Leaves of Absence

BE IT RESOLVED, that the Mountain Lakes Board of Education approve the following leaves of absence, as recommended by the Superintendent:

ID#	Action	UPC	Position	Location	FTE	Degree/ Step	Rate of Pay	Start Date	Term Date
DISTRICT									
5279	Paid LOA (using sick days – no benefits)		Paraprofessional	LD	.97			12/19/22	1/1/23
IH/WW/BC									
5298	Paid MLOA (using sick days)		Teacher	WW	1.0			1/31/23	3/13/23
5214	Paid MLOA (using sick days)		Teacher	BC	1.0			3/23/23	5/3/23

5214	Unpaid LOA(FMLA/NJFLA w/benefits)		Teacher	BC	1.0			5/4/23	9/22/23
5216	Paid MLOA (using sick days)		Teacher	BC	1.0			3/20/23	5/5/23
5216	Unpaid LOA (FMLA/NJFLA w/out benefits)		Teacher	BC	1.0			5/8/23	6/30/23

District Roll call vote 9-0-0
IH/WW/BC Roll call vote 9-0-0

14. Additional Compensation

BE IT RESOLVED, that the Mountain Lakes Board of Education approve the following additional compensation, for extra earnings not listed in contract, as recommended by the Superintendent:

Name	Action	UPC	Position	Location	FTE	Degree/ Step	Rate of Pay	Start Date	Term Date
DISTRICT									
Bessin, Susan	Revise Additional Section	TCH-HS-WL-07	Teacher (ELS)	MLHS/WW	.22	MA+60/ Step 15	\$20,768.80 (pro-rated)	12/12/22	6/30/23
Chandra, Mukta	Appointment	TCH-HS-CST-02	Homework Club - Substitute	MLHS		MA / Step 7	\$45/hr (not to exceed 1 hrs/week)	9/20/22	6/16/23
Dorney, Bridgett	Appointment	TCH-HS-CST-03	Homework Club	MLHS		BA/Step 15	\$45/hr (not to exceed 1 hrs/week)	9/20/22	6/16/23
Lindsay, Maria	Appointment	SPT-HS-GUD-02	Junior College Kick-Off	MLHS		MA/Step 8	\$50/hr (not to exceed 2 hrs)	01/05/23	01/05/23
Macko, Lauren	Appointment	SPT-HS-GUD-04	Junior College Kick-Off	MLHS		MA/Step 7	\$50/hr (not to exceed 2 hours)	01/05/23	01/05/23
Gregory, Anne	Appointment	SPT-HS-GUD-05	Junior College Kick-Off	MLHS		MA/Step 11	\$50/hr (not to exceed 2 hrs)	01/05/23	01/05/23
Pelchat, Cara	Appointment	SPT-HS-GUD-01	Junior College Kick-Off	MLHS		MA/Step 15	\$50/hr (not to exceed 2 hrs)	01/05/23	01/05/23
Sullivan, Elizabeth	Appointment	SPT-HS-GUD-03	Junior College Kick-Off	MLHS		MA/Step 15	\$50/hr (not to exceed 2 hrs)	01/05/23	01/05/23

Vecchio, Christine	Appointment	TCH-HS-CST-09	Homework Club	MLHS		MA+30/Step 15	\$45/hr (not to exceed 1 hrs/week)	9/20/22	6/16/23
IH/WW/BC									
Comora, Mary	Appointment	TCH-BC-CST-02	Homework Club	BC		MA+30/Step 15	\$45/hr (not to exceed 2 hrs/week)	9/20/22	6/16/23
Winget, Abby	Appointment	TCH-WW-CST-02	Homework Club	WW		MA/Step 1	\$45/hr (not to exceed 2 hrs/week)	9/20/22	6/16/23
Infante, Christopher	Appointment	TCH-WW-TCH-02	Curriculum Writing - Revisions	WW		BA/Step 8	\$300	12/5/22	1/30/23

District Roll call vote 9-0-0
IH/WW/BC Roll call vote 9-0-0

15. Substitutes, Volunteers and Intern Appointments

BE IT RESOLVED, that the Mountain Lakes Board of Education approve the following appointments, as recommended by the Superintendent:

Name	Action	UPC	Position	Location	FTE	Degree/Step	Rate of Pay	Start Date	Term Date
DISTRICT									
Rice, Jessica	Appointment		Clinical Intern	LD			N/A	1/17/23	5/12/23
Spinetta, Troy	Appointment		Substitute	DW			Board Approved Hourly Rate	1/4/23	6/30/23

District Roll call vote 9-0-0

B. CURRICULUM / SPECIAL SERVICES

C. MISCELLANEOUS

16. Harassment, Intimidation and Bullying Incident

BE IT RESOLVED, that the Mountain Lakes Board of Education affirm and adopt the Superintendent’s decision and findings for the Harassment, Intimidation and Bullying incident Case #002-2223-MLHS reported on December 5, 2022, and discussed in Executive Session, as recommended by the Superintendent.

District Roll call vote 9-0-0

17. Harassment, Intimidation and Bullying Incident

BE IT RESOLVED, that the Mountain Lakes Board of Education affirm and adopt the Superintendent's decision and findings for the Harassment, Intimidation and Bullying incident Case #004-2223-MLHS reported on December 5, 2022, and discussed in Executive Session, as recommended by the Superintendent.

District Roll call vote 9-0-0

18. Harassment, Intimidation and Bullying Incident A

BE IT RESOLVED, that the Mountain Lakes Board of Education affirm and adopt the Superintendent's decision and findings for the Harassment, Intimidation and Bullying incident Case #002-2223-BC reported on December 5, 2022, and discussed in Executive Session, as recommended by the Superintendent.

IH/WW/BC Roll call vote 9-0-0

UNFINISHED BUSINESS - None

NEW BUSINESS

- Committee selections by Friday, January 6, 2023

PENDING LEGISLATION - None

COMMENTS AND REQUESTS FROM THE PUBLIC

E. Goldthwaite:

- Congratulations to returning members
- Thanks to all BOE members for their work
- Thanks to MLEA members for supporting the district and students
- Request for BOE to prioritize staff in budget process

L. Spoto

- Comment on importance and impact of staff on students
- Grateful for support for children during difficult times and challenges due to great staff

ADJOURNMENT

MOTION to adjourn the meeting at 8:22p.m. was made by Ms. Lewis and seconded by Mrs. Parker.

Roll call vote 9-0-0

Respectfully Submitted,

Alex Ferreira

School Business Administrator / Board Secretary

Δ Indicates matters not relating to MLHS, the Boonton Township district Representative of the Board of Education will refrain from voting on such matters, pursuant to Board Policy 0141.2.

* Indicates a motion/resolution will have supporting documentation

2022-2023 District Goals

Goal Area	Goal Statement
Ensuring the Success of All Students	Create a learning environment and programs that provide a solid foundation for all and that supports students of all abilities and interests to achieve their potential in whatever learning path suits them best.
Ensuring the Success of All Staff	Develop and maintain an environment that values and empowers all staff which will lead to passionate educators who feel supported in their positions.
Supporting the Whole Child	To create a safe/nurturing, supportive, and healthy environment where collaboration and diversity are encouraged and celebrated for inclusive learning both within and outside the walls of the classroom.
Finance/Infrastructure/ Technology	Increase revenue, decrease/manage costs, and balance the budget by collaborating with stakeholders and local and state resources.
Strong Family/School/ Community Partnerships	To foster meaningful relationships between school, family, and community that promotes a sense of unity, tradition, and shared responsibility for enriching the lives of all community members.

2022-2023 Board Goals

Board Goal	Committee Support
Development of a sustainable comprehensive budget that supports the district’s goals/priorities, short and long-term facility needs, and strengthens the district’s financial position.	Finance, Facilities
To support and provide for the implementation of the districtwide five-year strategic plan.	Will assign to align with Strategic Plan action steps
To enhance the support, celebration, and recognition of the contributions and accomplishments of district staff and students.	Curriculum, Personnel, Special Services
To enhance the accountability and transparency of the accomplishment of Board goals through the development/monitoring of action plans and a quarterly reporting of progress.	Full Board