



Mountain Lakes School District
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MOUNTAIN LAKES BOARD OF EDUCATION
MINUTES OF REGULAR MEETING

May 1, 2023

The meeting was called to order at 6:35pm by Mrs. Barkauskas

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.*

PLEDGE OF ALLEGIANCE

Board President, Mrs. Barkauskas will lead those present in the Pledge of Allegiance

ROLL CALL

Board Member	Present	Absent
Dr. Don	X	
Dr. Driscoll	X	
Mrs. Hermey	X	
Dr. Hirschfeld	X (arrived at 6:45pm)	
Ms. Leininger	X	
Ms. Lewis	X	
Dr. McIntyre	X (arrived at 6:38pm)	
Mrs. Parker (<i>Vice President</i>)	X (arrived at 6:45pm)	
Mrs. Tucker	X	
Mrs. Barkauskas (<i>President</i>)	X	

Also present: Mr. Michael Fetherman, Mr. Alex Ferreira

EXECUTIVE SESSION I

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

Roll call vote 7-0-0

BE IT RESOLVED, by the Mountain Lakes Board of Education on this 1st day of May 2023 at 6:35pm 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, negotiations, and personnel matters.

2. These matters will be disclosed to the public as soon as the need for confidentiality no longer applies. Although the Board cannot guarantee it, the length of the Executive Session is estimated to be 60 minutes after which the public meeting of the Board shall reconvene and proceed with business. Action may take place.

3. This resolution shall take effect immediately.

MOTION, to leave executive session at 7:40pm was made by Dr. Hirschfeld and seconded by Mrs. Tucker.

The motion was approved 10-0-0 and the Board returned to public session at 7:40pm.

STUDENT GOVERNMENT REPORT - None

MOUNTAIN LAKES SCHOOL DISTRICT STUDENT COMMENT - None

COMMENTS AND REQUESTS FROM THE MLEA CO-PRESIDENTS - None

PRESENTATIONS

- FY 22 Audit Presentation
 - Mr. Fetherman introduced Mr. Mike McGuire from Samuel Klein and Company regarding FY22 audit
- NJSBA CSA Evaluation Tool
 - Mr. Fetherman introduced Mrs. Charlene Peterson, NJSBA, to review the Superintendent evaluation process
- Special Services Presentation
 - Mr. Fetherman introduced Mrs. DiGiacinto and Mrs. Lazeration who reviewed Special Services and Lake Drive initiatives
 - Board discussion
- FY24 Public Budget Hearing & Adoption
 - Mr. Ferreira reviewed the budget details for FY24
 - Board discussion

Public Comments on Presentations

- E. Goldthwaite
 - Question on process relating to estimated tuition rate for Boonton Township

- D. Posner
 - Question regarding media specialist for HS

- M. Joelsson
 - Question regarding guidance position being cut and responsibilities of college/career counselor

BOARD PRESIDENT REPORT

- Mrs. Barkauskas reviewed:
 - Thanks to the teams that worked to settle the contract between the MLEA and the BOE

SUPERINTENDENT / ASSISTANT SUPERINTENDENT UPDATE - None

SCHOOL BUSINESS ADMINISTRATOR UPDATE

- Mr. Ferreira reviewed the retro timeline for contracts

APPROVAL OF MINUTES

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

Date	Minutes
March 20, 2023	Regular and Executive Session Minutes
April 2, 2023	Regular and Executive Session Minutes

Roll call vote 9-0-1 (A: Hirschfeld) - March 20, 2023

Roll call vote 9-0-1 (A: McIntyre) - April 2, 2023

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

COMMUNICATIONS - None

BOONTON TOWNSHIP REPORT

- Mrs. Hermey reviewed:
 - Class III officers
 - Transportation shared services
 - After care increase
 - Battle of the books
 - RVS dance on 5/16

COMMITTEE REPORTS

- Personnel – Dr. Don reviewed:
 - Wildwood Principal selection
 - Anticipated retirements
 - Restructuring IT Department
 - Confidential Secretary position
 - Job description changes

- SBA/Assistant Superintendent contract changes
- Staff evaluation, rubrics and non-renewals
- Facilities – Mrs. Tucker reviewed:
 - Tennis courts
 - FOTA fundraiser for acoustic shell
 - Wildwood playground hoops
 - Wildwood playground rubber flooring
 - Board discussion regarding start date for construction of tennis courts
- Long Range Planning – Dr. McIntyre reviewed:
 - Strategic Plan master document shared and is a living document
 - Curriculum warehousing
 - Teacher eval and mentoring process
- Curriculum – Dr. Hirschfeld reviewed:
 - Science placement
 - Music program
 - Class trips and teacher concerns
 - Math placement

LIAISON AND CONFERENCE REPORTS

- FOTA – Ms. Leininger reviewed:
 - Stage flooring
 - Art contest
- MLEF – Mrs. Tucker reviewed:
 - Review of derby night fundraiser
 - Thanks to support by organizations and participants
- H&SA – Dr. McIntyre reviewed:
 - Scholarship donations
 - Teacher recognition luncheon
 - H&SA Board members
 - Back to school supply fundraiser
 - Next meeting is on May 5th

REPORT AND RECOMMENDATIONS OF THE SCHOOL BUSINESS ADMINISTRATOR / BOARD SECRETARY

A. FINANCE

- Mr. Ferreira reviewed:
 - Finance agenda resolutions
 - Board discussion on ROD grants, donations, and bus evacuation drills

Motion by Dr. Hirschfeld and seconded by Mrs. Tucker for motions #1 - #11

1. 2023-2024 Budget Public Hearing

BE IT RESOLVED, that the Mountain Lakes Board of Education approve the resolution pertaining to the approval of the 2023-2024 budget as presented at the public hearing on May 1, 2023, as follows:

WHEREAS, the Mountain Lakes School District Board of Education adopted a tentative budget for the 2023-2024 budget fiscal year on March 20, 2023, to be submitted to the Executive County Superintendent of Schools for approval; and

WHEREAS, the tentative budget was approved by the Executive County Superintendent of Schools on March 30, 2023; and

WHEREAS, the budget was advertised in the legal section of the Daily Record on April 27, 2023, and the Citizen on April 26, 2023; and

WHEREAS, the budget was presented to the public during a public hearing on May 1, 2023; and

NOW THEREFORE, BE IT RESOLVED, that the Mountain Lakes School District Board of Education includes in the budget the adjustment for increased costs of health benefits in the amount of \$300,000. These additional funds will be used to pay for the additional increases in health benefit premiums and;

BE IT FURTHER RESOLVED, that the Mountain Lakes School District Board of Education withdraws \$790,000 as budgeted in NJDOE budget line 600, withdrawal from Capital Reserve, for capital project costs of the Briarcliff boiler replacement project estimated at \$240,000 and the Mountain Lakes High School auditorium HVAC project estimated at \$550,000 and;

BE IT FURTHER RESOLVED, that the Mountain Lakes School District Board of Education withdraws \$410,000 as budgeted in NJDOE budget line 630, withdrawal from Maintenance Reserve, to support the district's required maintenance budget, maintenance projects and facility rental/upgrades and;

BE IT FURTHER RESOLVED, that the Mountain Lakes School District Board of Education withdraws \$100,000 as budgeted in NJDOE budget line 640, withdrawal from Tuition Reserve, for anticipated tuition adjustments, as recommended by the Superintendent.

BE IT FURTHER RESOLVED, that the Mountain Lakes School District Board of Education approve the 2023-2024 budget supported by a general fund local tax levy in the following amounts, as recommended by the Superintendent:

FUND	BUDGET	LOCAL TAX LEVY
TOTAL GENERAL FUND	\$40,025,715	\$23,768,426
TOTAL SPECIAL REVENUE FUND	\$459,347	\$0
TOTAL DEBT SERVICE	\$1,788,744	\$1,653,853
TOTALS:	\$42,273,806	\$25,422,279

District Roll call vote 9-1-0 (N: Hermey)

2. Mountain Lakes High School HVAC roof top replacement ROD Grant submission

WHEREAS, that the Mountain Lakes Board of Education desires to proceed with the following school facilities project consisting of HVAC roof top replacement at Mountain Lakes High School; and

WHEREAS, the Board now seeks to take the initial steps in order to proceed with the Project:

NOW THEREFORE, BE IT RESOLVED that the Mountain Lakes Board of Education approve the grant application as follows, as recommended by the Superintendent:

Section 1. In accordance with the requirements of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves the Schematic Plans prepared in connection with the Project and the Board further authorizes the submission of same to the Morris County Superintendent of Schools and the New Jersey Department of Education for approval.

Section 2. The Board hereby authorizes the amendment to its Long-Range Facilities Plan in order to reflect the proposed Project(s).

Section 3. The School Administration and such other officers and agents of the Board as are necessary, including the Board attorney, bond counsel and architect, are hereby authorized to perform such other acts, to execute such other documents and to do such other things as are necessary to implement the determinations of the Board set forth in this resolution. Including the submission of Information to the New Jersey Department of Education as set forth in Section 5(d) of P.L. 2000, c72 in connection with receipt of a ROD Grant with respect to the proposed Project.

Section 4. This resolution shall take effect immediately.

District Roll call vote 10-0-0

3. Lake Drive Security vestibule ROD Grant submission

WHEREAS, that the Mountain Lakes Board of Education desires to proceed with the following school facilities projects consisting of a new security vestibule at Lake Drive School; and

WHEREAS, the Board now seeks to take the initial steps in order to proceed with the Project:

NOW THEREFORE, BE IT RESOLVED that the Mountain Lakes Board of Education approve the grant application as follows, as recommended by the Superintendent:

Section 1. In accordance with the requirements of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves the Schematic Plans prepared in connection with the Project and the Board further authorizes the submission of same to the Morris County Superintendent of Schools and the New Jersey Department of Education for approval.

Section 2. The Board hereby authorizes the amendment to its Long-Range Facilities Plan in order to reflect the proposed Project(s).

Section 3. The School Administration and such other officers and agents of the Board as are necessary, including the Board attorney, bond counsel and architect, are hereby authorized to perform such other acts, to execute such other documents and to do such other things as are necessary to implement the determinations of the Board set forth in this resolution. Including the submission of Information to the New Jersey Department of Education as set forth in Section 5(d) of P.L. 2000, c72 in connection with receipt of a ROD Grant with respect to the proposed Project.

Section 4. This resolution shall take effect immediately.

District Roll call vote 10-0-0

4. Acceptance of Certified Tuition Rates

BE IT RESOLVED, that the Mountain Lakes Board of Education approve the district’s certified costs per pupil for the 2021-2022 school year pursuant to the provision of N.J.A.C. 6A:23-17.1, as recommended by the Superintendent:

Kindergarten	\$15,516
Grades 1-5	\$18,900
Grades 6-8	\$21,016
Grades 9-12	\$19,293
Auditory Impairments	\$82,380

District Roll call vote 10-0-0

5. Tuition Rates for 2023-2024

BE IT RESOLVED, that the Mountain Lakes Board of Education approve the district’s annual estimated tuition rates for 2023-2024, as recommended by the Superintendent:

Preschool 4 day/full day	\$11,580
Preschool 4 day/half day	\$6,980
Preschool 5 day/full day	\$13,950
Preschool 5 day/half day	\$8,380
Grades K – 5	\$15,120
Grades 6 – 8	\$15,660
Grades 9 – 12	\$19,293
Auditory Impairments	\$84,200

District Roll call vote 8-2-0 (N: Hermey, Leininger)

6. Presentation of Bills

BE IT RESOLVED, that the Mountain Lakes Board of Education approve the following bills list and check journals as of March 31, 2023 – April 27, 2023, as recommended by the Superintendent:*

Fund	Amount
General Fund (10)	\$872,648.88
Special Revenue Fund (20)	\$82,988.65
Capital Project Fund (30)	\$0.00
Debt Service Fund (40)	\$0.00
Cafeteria Account Fund (60)	\$108,949.52
Payroll	\$0.00
Total	\$1,064,587.05

District Roll call vote 10-0-0

7. Nonresident Tuition

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

Action	Student ID	School-Program	Start Date	End Date	Tuition	Extra Services
New	4816	Lake Drive Regular	3/6/23	6/20/23	\$30,071.08	\$13,608.84
Change	7861	Lake Drive Regular	2/27/23	6/20/23	\$30,513.30	436.00
New	IWO-1	Lake Drive Itinerant	4/1/23	6/20/23	\$510.00	
New	IW-5	Lake Drive Itinerant	4/1/23	6/20/23	\$510.00	
Terminate	TEMP-17	Lake Drive Regular	2/27/23	3/17/23	\$6,191.08	\$2,949.34

District Roll call vote 10-0-0

8. Travel / Conferences Expenditures *1*

BE IT RESOLVED, that the Mountain Lakes Board of Education approve the following staff members to attend training and conferences in accordance with Policy 6471, as recommended by the Superintendent.

Name / ID	Location	Date	Event Name	Cost
DISTRICT				
Henry, Paul	DW	6/1/23	New Jersey ELA Supervisors Group Meeting	\$50
Moschella, Trina	DW	3/29/23	Conquer Math - NJSLS Geometry Yr. 1 Circles and Geometric Measurement	\$0
Pagan, Cara	MLHS	4/21/23	Sage Alliance Lunch and Learn Resource Fair	\$0
Sidhu, Paul	MLHS	7/17/23-7/21/23	Syracuse SUPA (EEE 370) – Training for dual enrollment class	\$1,062.86
IVY H/WW/BC				
Bogucz, Kelly	BC	5/9/23	Morris Arts - Arts In Education Showcase	\$32
Diesso, Amanda	WW	5/2/23	Level Literacy Intervention @ Kiel Elementary School	\$0
McCarthy, Megan	WW	6/15/23	Elementary Enrichment /Gifted & Talented Roundtable Discussion for K-5 Enrichment Specialists	\$14
Zielinski, Staci	WW	4/23/23	Literacy as a Process, Not a Program: Supporting the right work	\$0

District Roll call vote 10-0-0

IH/WW/BC 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
DISTRICT			
Lake Drive School	Sound Start Foundation	Benches and walkway for Butterfly Garden	\$5,000 (approx.)
Lake Drive School	Irish American Association of Northwest New Jersey	Special events for students	\$1,500

District Roll call vote 10-0-0

10. Bus Evacuation Drill Reports

BE IT RESOLVED, that the Mountain Lakes Board of Education approve the attached School Bus Emergency Evacuation Drills, for the 2022-2023 school year, as recommended by the Superintendent.*

District Roll call vote 10-0-0

B. MISCELLANEOUS

11. MLEA Contract

BE IT RESOLVED, that the Mountain Lakes Board of Education approve an agreement between the Mountain Lakes Board of Education and the Mountain Lakes Education Association for a period beginning July 1, 2022 through June 30, 2027, as recommended by the Superintendent.

District Roll call vote 10-0-0

REPORT AND RECOMMENDATIONS OF THE SUPERINTENDENT

A. PERSONNEL

- Mr. Fetherman reviewed:
 - Personnel agenda resolutions
 - Board discussion on J1 visa student
 - Thanks to retirements

Motion by Dr. Driscoll and seconded by Mrs. Tucker for motions #12 - #23

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

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									
Aldrich, Linda	Retirement	TCH-HS-ART-01	Teacher	MLHS	1.0	MA+60/ Step 15	\$111,988	9/1/01	6/30/23

Bessin, Susan	Retirement	TCH-HS-WL-07	Teacher	MLHS	1.0	MA+60/Step 15	\$125,188	9/8/97	6/30/23
Bibeault, Dana	Appointment		LTS - OT (5544)	DW	1.0	MA / Step 1	\$69,290 (pro-rated)	5/3/23	6/30/23
Jardim, Matthew	Retirement	TCH-BC-TCH-20	Teacher	WW/MLHS	1.0	MA / Step 15	\$98,920	9/1/03	6/30/23
Pasquale, Caren	Retirement	TCH-HS-MATH-07	Teacher	MLHS	1.0	MA + 60 / Step 15	\$108,688	10/1/01	6/30/23
IVY H/WW/BC									
Higgins, Patrick	Appointment	ADM-WW-PRIN-01	Principal	WW	1.0		\$159,000 (pro-rated)	7/17/23 (pending paperwork)	6/30/24
Suarez, Elisa	Revise Appointment	SPS-CST-AID-O30-04	Paraprofessional F/T	WW	1.0	Step 9	\$25,331.28 (\$21.18/hr., 6.5 hrs./day pro-rated)	4/3/23	6/30/23

District Roll call vote 10-0-0
IH/WW/BC Roll call vote 9-0-0

13. Awarding Contracts for the 2023-2024 School Year Δ

BE IT RESOLVED, that the Mountain Lakes Board of Education approve awarding personnel contracts for the 2023 - 2024 school year, as recommended by the Superintendent:

Name	Action	UPC	Position	Location	FTE	Degree/Step	Rate of Pay	Start Date	Term Date
DISTRICT									
Defilippo, Michael	Appointment	SPS-CST-ABA-02	Teacher	CST	1.0	TBD	TBD	8/28/23	6/30/24
Digiacinto, Kerry	Appointment	ADM-DIST-SPS-01	Dir Spec. Services	CST	1.0		\$185,880.00	7/1/23	6/30/24
Dunn, Rose	Appointment	SEC-CST-SPS-01	Secretary-Admin/Aud	CST	1.0	TBD	TBD	7/1/23	6/30/24
Joy, Melba	Appointment	SPS-CST-PSYC-02	Teacher	CST	1.0	TBD	TBD	8/28/23	6/30/24
Landwehrle, Amanda	Appointment	SPS-CST-PSYC-03	Teacher	CST	1.0	TBD	TBD	8/28/23	6/30/24
Spence-Reid, Patricia	Appointment	SPS-CST-LDTC-02	Teacher	CST	1.0	TBD	TBD	8/28/23	6/30/24
Arico, Charles	Appointment	MAIN-DIST-GR-04	Maintenance: a 7/94	District	0.5	TBD	TBD	7/1/23	6/30/24
Arroyo, Andrew	Appointment	CUST-DW-CUST-18	Custodian: aft 7/94	District	1.0	TBD	TBD	7/1/23	6/30/24
Baker, Robert	Appointment	CUST-DW-CUST-17	Custodian: aft 7/94	District	1.0	TBD	TBD	7/1/23	6/30/24
Colangelo, Joseph	Appointment	CUST-DW-CUST-05	Custodian: aft 7/94	District	1.0	TBD	TBD	7/1/23	6/30/24
Durkin, Richard	Appointment	MAIN-DIST-GR-01	Grounds Keeper/Maintenance	District	1.0	TBD	TBD	7/1/23	6/30/24
Francisco, Luisa	Appointment	CUST-DW-CUST-19	Custodian: aft 7/94	District	1.0	TBD	TBD	7/1/23	6/30/24

MINUTES OF BOARD OF EDUCATION MEETING MAY 1, 2023
BOE approved: May 15, 2023

Gray, Shemar	Appointment	CUST-DW-CUST-07	Custodian: aft 7/94	District	1.0	TBD	TBD	7/1/23	6/30/24
Herrera, Wilson	Appointment	CUST-DW-CUST-09	Custodian: aft 7/94	District	1.0	TBD	TBD	7/1/23	6/30/24
Lee, Chung Wai	Appointment	CUST-DW-CUST-04	Custodian: aft 7/94	District	1.0	TBD	TBD	7/1/23	6/30/24
Mazzucco, Corey	Appointment	MNT-DIST-GR-02	Grounds Keeper/Maintenance	District	1.0	TBD	TBD	7/1/23	6/30/24
Morgan, Damion	Appointment	CUST-DW-CUST-03	Custodian: aft 7/94	District	1.0	TBD	TBD	7/1/23	6/30/24
Morgan, Shenika	Appointment	CUST-DW-CUST-13	Custodian: aft 7/94	District	1.0	TBD	TBD	7/1/23	6/30/24
Pietraszewski, Krzysztof	Appointment	MAIN-DIST-GR-02	Maintenance: a 7/94	District	1.0	TBD	TBD	7/1/23	6/30/24
Plasencia Sanchez, Luis	Appointment	CUST-DW-CUST-16	Custodian: aft 7/94	District	1.0	TBD	TBD	7/1/23	6/30/24
Prisco, Richard	Appointment	CUST-DW-CUST-10	Custodian: aft 7/94	District	1.0	TBD	TBD	7/1/23	6/30/24
Reid, Denroy	Appointment	CUST-DW-CUST-06	Custodial Night Supervisor/Custodian	District	1.0	TBD	TBD	7/1/23	6/30/24
Rodriguez, Francisco	Appointment	CUST-DW-CUST-02	Custodian: aft 7/94	District	0.7	TBD	TBD	7/1/23	6/30/24
Silva, Percy	Appointment	CUST-DW-CUST-12	Custodian: aft 7/94	District	0.6	TBD	TBD	7/1/23	6/30/24
Smith, Alfred	Appointment	CUST-DW-CUST-11	Custodian: aft 7/94	District	1.0	TBD	TBD	7/1/23	6/30/24
Snowden, Gilbert	Appointment	CUST-DW-CUST-01	Custodian/Maintenance	District	1.0	TBD	TBD	7/1/23	6/30/24
Stritch, Mark	Appointment	CUST-DW-CUST-14	Custodian: aft 7/94	District	1.0	TBD	TBD	7/1/23	6/30/24
Vlashi, Imihan	Appointment	CUST-DW-CUST-15	Custodian: aft 7/94	District	1.0	TBD	TBD	7/1/23	6/30/24
Dunn, Ryan	Appointment	ADM-DIST-BG-01	Dir. of Educational Facilities Management	District	1.0		TBD	7/1/23	6/30/24
Fetherman, Michael	Appointment	ADM-DIST-SUP-01	Superintendent	District	1.0		\$228,160.00	7/1/23	6/30/24
Graham, Kim	Appointment	SEC-CO-BUS-04	Confidential	District	1.0		TBD	7/1/23	6/30/24
Hogan, Lisa	Appointment	SEC-CO-ADM-02	Confidential	District	1.0		TBD	7/1/23	6/30/24
Levine, Julie	Appointment	SEC-CO-ADM-01	Confidential	District	1.0		TBD	7/1/23	6/30/24
O'Melia, John	Appointment	SEC-CO-BUS-02	Secretary-Admin/Aud	District	1.0	TBD	TBD	7/1/23	6/30/24
Roberts, D. Timothy	Appointment	ADM-DIST-TR-01	Treasurer	District	1.0		TBD	7/1/23	6/30/24
Santos, David	Appointment	SUPV-DIST-TECH-01	District IT Director	District	1.0		TBD	7/1/23	6/30/24
Sekula, Danielle	Appointment	SEC-CO-BUS-05	Confidential	District	1.0		TBD	7/1/23	6/30/24
Snowden, Mark	Appointment	CUST-DIST-SUPV-01	Supervisor of Buildings & Grounds	District	1.0		TBD	7/1/23	6/30/24

Alese, Suzanne	Appointment	TCH-LR-TCH-16	Teacher	LD	1.0	TBD	TBD	8/28/23	6/30/24
Alshazly, Zohra	Appointment	SPS-LR-AID-U29-07	Paraprofessional PT	LD	0.97	TBD	TBD	8/28/23	6/30/24
Batista, Elba	Appointment	SPS-LR-AID-U29-04	Paraprofessional PT	LD	0.97	TBD	TBD	8/28/23	6/30/24
Becht, Jennifer	Appointment	TCH-LR-ITCH-02	Teacher	LD	1.0	TBD	TBD	8/28/23	6/30/24
Boneberg, Julia	Appointment	SPS-LR-AID-U29-05	Paraprofessional PT	LD	0.97	TBD	TBD	8/28/23	6/30/24
Borie, Nicole	Appointment	SPS-LR-AID-U29-29	Paraprofessional PT	LD	0.97	TBD	TBD	8/28/23	6/30/24
Buckley, Coleen	Appointment	TCH-LR-TCH-18	Teacher	LD	1.0	TBD	TBD	8/28/23	6/30/24
Buriak, Makaila	Appointment	TCH-LR-TCH-15	Teacher	LD	1.0	TBD	TBD	8/28/23	6/30/24
Caniglia, Francine	Appointment	SPS-LR-AID-U29-01	Paraprofessional PT	LD	0.97	TBD	TBD	8/28/23	6/30/24
Carangelo, Anthony	Appointment	TCH-LR-TCH-05	Teacher	LD	1.0	TBD	TBD	8/28/23	6/30/24
Carranza Johnson Depapado, Rossana	Appointment	SPS-LR-AID-U29-19	Paraprofessional PT	LD	0.97	TBD	TBD	8/28/23	6/30/24
Chara, Susan	Appointment	SPS-CST-AID-U29-02	Paraprofessional PT	LD	0.97	TBD	TBD	8/28/23	6/30/24
Ciasulli, Keri	Appointment	TCH-LR-TCH-09	Teacher	LD	1.0	TBD	TBD	8/28/23	6/30/24
Cohen, Ilana	Appointment	SPS-LR-AID-U29-06	Paraprofessional PT	LD	0.97	TBD	TBD	8/28/23	6/30/24
Conte, Rosemarie	Appointment	SPS-LR-AID-O30-08	Paraprofessional FT	LD	1.0	TBD	TBD	8/28/23	6/30/24
Cottone, Margo	Appointment	SPT-LR-TC-01	Teacher	LD	1.0	TBD	TBD	8/28/23	6/30/24
Crimmins, Catherine	Appointment	TCH-LR-ITCH-03	Teacher	LD	1.0	TBD	TBD	8/28/23	6/30/24
Daly, Lauren	Appointment	TCH-LR-TCH-04	Teacher	LD	1.0	TBD	TBD	8/28/23	6/30/24
De Groot, Lorraine	Appointment	SPS-LR-AID-O30-09	Paraprofessional FT	LD	1.0	TBD	TBD	8/28/23	6/30/24
De Muth, Jennifer	Appointment	SPS-LR-PSY-02	Teacher	LD	1.0	TBD	TBD	8/28/23	6/30/24
Destefano, Amanda	Appointment	TCH-LR-ITCH-05	Teacher	LD	1.0	TBD	TBD	8/28/23	6/30/24
Devore, Pamela	Appointment	SPS-LR-AID-U29-22	Paraprofessional PT	LD	0.97	TBD	TBD	8/28/23	6/30/24
Domenech, Amalia	Appointment	SPS-LR-AID-U29-21	Paraprofessional PT	LD	0.97	TBD	TBD	8/28/23	6/30/24
Dorner, Rebecca	Appointment	SPS-LR-AID-U29-17	Paraprofessional PT	LD	0.97	TBD	TBD	8/28/23	6/30/24
Duffy, Anastascia	Appointment	TCH-LR-TCH-14	Teacher	LD	1.0	TBD	TBD	8/28/23	6/30/24
Eis, Lindsay	Appointment	TCH-LR-TCH-11	Teacher	LD	1.0	TBD	TBD	8/28/23	6/30/24

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Franklin, Kim	Appointment	TCH-LR-TCH-19	Teacher	LD	1.0	TBD	TBD	8/28/23	6/30/24
Friedrich, Rebecca	Appointment	SPT-LR-INT-02	Interpreter-Standard	LD	1.0	TBD	TBD	8/28/23	6/30/24
Fucarino, Samantha	Appointment	TCH-LR-TCH-12	Teacher	LD	1.0	TBD	TBD	8/28/23	6/30/24
Gates, Kristin	Appointment	TCH-LR-TCH-20	Teacher	LD	1.0	TBD	TBD	8/28/23	6/30/24
Gonzalez, Maria	Appointment	TCH-LR-TCH-02	Teacher	LD	1.0	TBD	TBD	8/28/23	6/30/24
Hamming, Ashley	Appointment	SPS-LR-AID-U29-26	Paraprofessional PT	LD	0.97	TBD	TBD	8/28/23	6/30/24
Hewitt, Diane	Appointment	TCH-LR-TCH-21	Teacher	LD	1.0	TBD	TBD	8/28/23	6/30/24
Jorgenson, Kyle	Appointment	SPS-LR-AID-U29-28	Paraprofessional PT	LD	0.97	TBD	TBD	8/28/23	6/30/24
Kaplan, Samantha	Appointment	SPT-LR-SLS-02	Teacher	LD	1.0	TBD	TBD	8/28/23	6/30/24
Kasper, Karin	Appointment	SPT-LR-INT-03	Interpreter-Standard	LD	1.0	TBD	TBD	8/28/23	6/30/24
Kassel-Petrocco, Janice	Appointment	SPT-LR-SLS-01	Teacher	LD	1.0	TBD	TBD	8/28/23	6/30/24
Kessler, Barry	Appointment	SPS-LR-AID-U29-16	Paraprofessional PT	LD	0.97	TBD	TBD	8/28/23	6/30/24
Lawrey, Michele	Appointment	TCH-LR-TCH-01	Teacher	LD	1.0	TBD	TBD	8/28/23	6/30/24
Lazeration, Julie	Appointment	ADM-LR-PRIN-01	Principal	LD	1.0		186,117.00	7/1/23	6/30/24
Listner, Vivian	Appointment	SPS-LR-AID-U29-02	Paraprofessional PT	LD	0.97	TBD	TBD	8/28/23	6/30/24
Mackey, Jeannette	Appointment	TCH-LR-TCH-22	Teacher	LD	1.0	TBD	TBD	8/28/23	6/30/24
Malatesta, Rita	Appointment	SPS-LR-AID-U29-03	Paraprofessional PT	LD	0.97	TBD	TBD	8/28/23	6/30/24
Marino, Carla	Appointment	SPT-LR-SLS-03	Teacher	LD	1.0	TBD	TBD	8/28/23	6/30/24
Martini, Danielle	Appointment	TCH-LR-TCH-26	Teacher	LD	1.0	TBD	TBD	8/28/23	6/30/24
Mckinstry, Samantha	Appointment	SPS-LR-AID-U29-18	Paraprofessional PT	LD	0.97	TBD	TBD	8/28/23	6/30/24
Melfi, Nicole	Appointment	TCH-LR-TCH-13	Teacher	LD	1.0	TBD	TBD	8/28/23	6/30/24
Minick, Casey	Appointment	SPS-LR-AID-U29-27	Paraprofessional PT	LD	0.97	TBD	TBD	8/28/23	6/30/24
Moncada, Kayley	Appointment	SPS-LR-AID-U29-13	Paraprofessional PT	LD	0.97	TBD	TBD	8/28/23	6/30/24
Mores-Silva, Maria	Appointment	SPT-LR-SW-01	Teacher	LD	1.0	TBD	TBD	8/28/23	6/30/24
Niewood, Elizabeth	Appointment	SPT-LR-SLS-04	Teacher	LD	1.0	TBD	TBD	8/28/23	6/30/24
Oakes, Catherine	Appointment	SPT-LR-SLS-09	Teacher	LD	1.0	TBD	TBD	8/28/23	6/30/24

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Olearchik, Nicole	Appointment	TCH-LR-TCH-03	Teacher	LD	1.0	TBD	TBD	8/28/23	6/30/24
Oravec, Mary Kelly	Appointment	TCH-LR-ITCH-01	Teacher	LD	1.0	TBD	TBD	8/28/23	6/30/24
Park, Isabel	Appointment	SPT-LR-OT-01	Teacher	LD	1.0	TBD	TBD	8/28/23	6/30/24
Patrucker, Danielle	Appointment	SPS-LR-AID-U29-10	Paraprofessional PT	LD	0.97	TBD	TBD	8/28/23	6/30/24
Perkins, Meredith	Appointment	TCH-LR-ITCH-04	Teacher	LD	1.0	TBD	TBD	8/28/23	6/30/24
Perry, Deanna	Appointment	TCH-LR-TCH-07	Teacher	LD	1.0	TBD	TBD	8/28/23	6/30/24
Petruzzi, Michelle	Appointment	SPS-LR-AID-U29-14	Paraprofessional PT	LD	0.97	TBD	TBD	8/28/23	6/30/24
Rehner, Rose	Appointment	SPT-LR-INT-04	Interpreter-RID/ST	LD	1.0	TBD	TBD	8/28/23	6/30/24
Restrepo, Carly	Appointment	SPT-LR-INT-05	Interpreter-Standard	LD	1.0	TBD	TBD	8/28/23	6/30/24
Rodriguez Williams, Otilia	Appointment	SPT-LR-SLS-08	Teacher	LD	1.0	TBD	TBD	8/28/23	6/30/24
Rossi, Sandra	Appointment	SPS-LR-AID-O30-23	Paraprofessional FT	LD	1.0	TBD	TBD	8/28/23	6/30/24
Sabato, Pamela	Appointment	SPT-LR-SLS-07	Teacher	LD	1.0	TBD	TBD	8/28/23	6/30/24
Schwartz, Pamela	Appointment	SPT-LR-INT-07	Interpreter-RID/ST	LD	1.0	TBD	TBD	8/28/23	6/30/24
Schwartz, Jobi	Appointment	SPT-LR-AUG-01	Teacher	LD	1.0	TBD	TBD	8/28/23	6/30/24
Supple, Barbara	Appointment	TCH-LR-TCH-29	Teacher	LD	1.0	TBD	TBD	8/28/23	6/30/24
Tierney, Diane	Appointment	SPS-LR-AID-U29-11	Paraprofessional PT	LD	0.97	TBD	TBD	8/28/23	6/30/24
Urbanek, Jasmine	Appointment	SPS-LR-AID-U29-15	Paraprofessional PT	LD	0.97	TBD	TBD	8/28/23	6/30/24
Vukotic-Milone, Tatjana	Appointment	SPS-LR-AID-U29-30	Paraprofessional PT	LD	0.97	TBD	TBD	8/28/23	6/30/24
Wendler, Sharon	Appointment	SPT-LR-NRS-01	Teacher	LD	1.0	TBD	TBD	8/28/23	6/30/24
Worden, Maureen	Appointment	SPT-LR-OT-02	Teacher	LD	1.0	TBD	TBD	8/28/23	6/30/24
Zanziper, Tamar	Appointment	SPT-LR-INT-06	Interpreter-Standard	LD	1.0	TBD	TBD	8/28/23	6/30/24
Adams, Sarah	Appointment	TCH-HS-ART-02	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Alcott, Zorica	Appointment	SEC-HS-GUID-01	Secretary-Admin/Aud	MLHS	1.0	TBD	TBD	7/1/23	6/30/24
Alfano, Jessica	Appointment	TCH-HS-MATH-08	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Anderson-Urriola, Alexis	Appointment	TCH-HS-ENG-06	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Ayhan, Aaron	Appointment	TCH-HS-MATH-05	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24

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Baier, Stephanie	Appointment	TCH-HS-TECH-01	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Banks, Kathleen	Appointment	TCH-HS-CST-01	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Blood, Dara	Appointment	TCH-HS-MATH-03	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Bongiorno, Paul	Appointment	SPT-HS-AT-01	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Boyan, Meredith	Appointment	TCH-HS-MUS-02	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Britton, Katina	Appointment	SEC-HS-AD-01	Secretary-Admin/Aud	MLHS	1.0	TBD	TBD	7/1/23	6/30/24
Butler, Patrick	Appointment	TCH-HS-ENG-07	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Caprara, Theresa	Appointment	SEC-HS-PRIN-01	Secretary-Admin/Aud	MLHS	1.0	TBD	TBD	7/1/23	6/30/24
Carozza, Louis	Appointment	TCH-HS-SCI-01	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Cesaro, Melissa	Appointment	TCH-HS-ENG-02	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Chandra, Mukta	Appointment	TCH-HS-MATH-04	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Cogliati, Vallerie	Appointment	TCH-HS-MATH-04	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Concepcion, Angel	Appointment	TCH-HS-WL-02	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Cortese, Lisa	Appointment	ADM-HS-ASTP-01	Vice Principal	MLHS	1.0		\$142,400	7/1/23	6/30/24
Degnaars, Gioia	Appointment	TCH-HS-SCI-04	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Doniloski, Jason	Appointment	TCH-HS-PE-04	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Dorney, Bridgett	Appointment	TCH-HS-ENG-04	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Durkin, Dawn	Appointment	TCH-HS-CST-04	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Eklund, Keriann	Appointment	TCH-HS-ENG-04	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Feltmann, Steven	Appointment	TCH-HS-PE-02	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Fiorina, Teresa	Appointment	TCH-HS-21CS-02	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Fusco, Darrell	Appointment	SUPV-DIST-CAS-04	Supv Instr 12-month	MLHS	1.0		\$149,090	7/1/23	6/30/24
Garate-Gomez, Pia	Appointment	TCH-HS-WL-01	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Geveke, Diane	Appointment	TCH-HS-CST-05	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Gillespie, Sarah	Appointment	TCH-HS-SS-05	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Gomes, Giselle	Appointment	TCH-HS-SCI-07	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24

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Henry, Nathan	Appointment	SUPV-DIST-CAS-02	Supv Instr 12-month	MLHS	1.0		\$146,154	7/1/23	6/30/24
Hill, Theresa	Appointment	TCH-BC-MUS-01	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Hittinger, Francis	Appointment	TCH-HS-WL-05	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Hoffman, Mark	Appointment	TCH-HS-SS-03	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Kelly, Christine	Appointment	TCH-HS-CST-10	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Kovar, Debra	Appointment	SEC-HS-PRIN-02	Secretary-Admin/Aud	MLHS	1.0	TBD	TBD	7/1/23	6/30/24
Larkin, Jennifer	Appointment	TCH-HS-WL-03	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Lindsay, Maria	Appointment	SPT-HS-GUD-02	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Macko, Lauren	Appointment	SPT-HS-GUD-04	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Mangili, Richard	Appointment	ADM-HS-PRIN-01	Principal	MLHS	1.0		\$172,250	8/28/23	6/30/24
Mc Naboe, Tara	Appointment	TCH-HS-CST-06	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Merritt, Douglas	Appointment	TCH-HS-SCI-05	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Moschella, Trina	Appointment	SUPV-DIST-CAS-01	Supv Instr 12-month	MLHS	1.0		\$147,500	7/1/23	6/30/24
Pagan, Cara	Appointment	SPT-HS-SAC-01	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Pelchat, Cara	Appointment	SPT-HS-GUD-01	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Petrucelli, Michael	Appointment	TCH-HS-MATH-02	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Piasecki, Mary	Appointment	TCH-HS-SS-02	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Preston, Alison	Appointment	TCH-HS-PE-03	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Price, Ryan	Appointment	TCH-HS-MUS-01	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Reid, Jeffrey	Appointment	TCH-HS-CST-07	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Rigby Krause, Effie	Appointment	TCH-HS-MATH-09	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Rodriguez, Begona	Appointment	TCH-HS-WL-06	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Rose, Gordana	Appointment	SPS-CST-AID-U29-18	Paraprofessional PT	MLHS	0.97	TBD	TBD	8/28/23	6/30/24
Scancarella, John	Appointment	TCH-HS-SCI-03	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Schutz, Michael	Appointment	TCH-HS-SS-04	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Searles, Raymond	Appointment	SUPV-HS-GUD-01	Dir Guid aft 3/26/12	MLHS	1.0		\$140,000	7/1/23	6/30/24

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Seibert, Tania	Appointment	TCH-HS-ENG-03	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Serheev, Anisa	Appointment	TCH-HS-CST-08	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Sica, David	Appointment	TCH-HS-SCI-02	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Sidhu, Herpaul	Appointment	TCH-HS-BUS-01	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Spence-Reid, Patricia	Appointment	SPT-HS-GUD-03	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Suarez, Jennifer	Appointment	TCH-HS-PE-01	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Sullivan, Elizabeth	Appointment	SPT-HS-GUD-03	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Terzis, Michael	Appointment	TCH-HS-ENG-05	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Vallies, Austin	Appointment	TCH-HS-MUS-03	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Vecchio, Christine	Appointment	TCH-HS-CST-09	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Wallace, Christopher	Appointment	TCH-HS-SCI-08	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Wallace, Kevin	Appointment	SUP-HS-AD-01	Athletic Director	MLHS	1.0		\$136,500	7/1/23	6/30/24
Walter, Dana	Appointment	SEC-HS-LIB-01	Secretary-10 Month	MLHS	0.71	TBD	TBD	8/28/23	6/30/24
White, Kenneth	Appointment	TCH-HS-21CS-03	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Wojcik, Lu Ann	Appointment	SPT-HS-NRS-01	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Ziccardi, Richard	Appointment	TCH-HS-SS-06	Teacher	MLHS	1.0	TBD	TBD	8/28/23	6/30/24
Birchenough, Reno	Appointment	SUP-DIST-TECH-02	Technology	District	1.0	TBD	TBD	7/1/23	6/30/24
Halsey, Daniel	Appointment	SUP-DIST-TECH-01	Technology	District	1.0	TBD	TBD	7/1/23	6/30/24
Ruth, Michael	Appointment	SUP-DIST-TECHPT-03	Jr IT Technician	District	1.0	TBD	TBD	7/1/23	6/30/24
IVY H/WW/BC									
Alves, Michael	Appointment	TCH-BC-TCH-09	Teacher	BC	1.0	TBD	TBD	8/28/23	6/30/24
Boehm, Brianna	Appointment	TCH-BC-CST-06	Teacher	BC	1.0	TBD	TBD	8/28/23	6/30/24
Bogucz, Kelly	Appointment	TCH-BC-TCH-03	Teacher	BC	1.0	TBD	TBD	8/28/23	6/30/24
Carlson, Erik	Appointment	ADM-BC-PRIN-01	Principal	BC	1.0		\$149,461	7/1/23	6/30/24
Chapman, Andrea	Appointment	SPS-CST-SW-02	Teacher	BC	1.0	TBD	TBD	8/28/23	6/30/24
Comora, Mary	Appointment	TCH-BC-CST-02	Teacher	BC	1.0	TBD	TBD	8/28/23	6/30/24

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Dewalt, Bethany	Appointment	TCH-BC-TCH-05	Teacher	BC	1.0	TBD	TBD	8/28/23	6/30/24
Doolittle, Christina	Appointment	TCH-BC-CST-03	Teacher	BC	1.0	TBD	TBD	8/28/23	6/30/24
Ebersole, Erica	Appointment	TCH-BC-TCH-06	Teacher	BC	1.0	TBD	TBD	8/28/23	6/30/24
Fisher, Kathleen	Appointment	SEC-BC-PRIN-02	Secretary-10 Month	BC	1.0	TBD	TBD	8/28/23	6/30/24
Fleming, Marissa	Appointment	SPT-BC-GUD-01	Teacher	BC	1.0	TBD	TBD	8/28/23	6/30/24
Foster, Joseph	Appointment	TCH-BC-TCH-07	Teacher	BC	1.0	TBD	TBD	8/28/23	6/30/24
Gleeson, William	Appointment	TCH-BC-TCH-08	Teacher	BC	1.0	TBD	TBD	8/28/23	6/30/24
Karcher, Dana	Appointment	TCH-BC-TCH-04	Teacher	BC	1.0	TBD	TBD	8/28/23	6/30/24
Kolek, Judy	Appointment	TCH-BC-MUS-02	Teacher	BC	1.0	TBD	TBD	8/28/23	6/30/24
Leshnower, David	Appointment	TCH-BC-TCH-10	Teacher	BC	1.0	TBD	TBD	8/28/23	6/30/24
Lih, Erik	Appointment	TCH-BC-TCH-02	Teacher	BC	1.0	TBD	TBD	8/28/23	6/30/24
Lombardi, Deirdre	Appointment	TCH-BC-TCH-11	Teacher	BC	1.0	TBD	TBD	8/28/23	6/30/24
Ludlow, Amy	Appointment	SPT-BC-NRS-01	Teacher	BC	1.0	TBD	TBD	8/28/23	6/30/24
Major, Michelle	Appointment	TCH-BC-TCH-22	Teacher	BC	1.0	TBD	TBD	8/28/23	6/30/24
Mattoon, Douglas	Appointment	TCH-BC-TCH-12	Teacher	BC	1.0	TBD	TBD	8/28/23	6/30/24
Mendello, James	Appointment	TCH-BC-TCH-13	Teacher	BC	1.0	TBD	TBD	8/28/23	6/30/24
Merian, Debra	Appointment	SPS-CST-AID-O30-08	Paraprofessional PT	BC	0.5	TBD	TBD	8/28/23	6/30/24
Merian, Debra	Appointment	TCH-BC-SPS-06	Teacher	BC	0.5	TBD	TBD	8/28/23	6/30/24
Miele-Motyka, Susan	Appointment	TCH-BC-TCH-18	Teacher	BC	1.0	TBD	TBD	8/28/23	6/30/24
Mijanovic, Tracy	Appointment	TCH-BC-CST-05	Teacher	BC	1.0	TBD	TBD	8/28/23	6/30/24
Olear, Jacquelyn	Appointment	SPS-CST-AID-U29-07	Paraprofessional PT	BC	1.0	TBD	TBD	8/28/23	6/30/24
Pecarific, Melissa	Appointment	TCH-BC-TCH-01	Teacher	BC	1.0	TBD	TBD	8/28/23	6/30/24
Peifly, Jennifer	Appointment	TCH-BC-TCH-14	Teacher	BC	1.0	TBD	TBD	8/28/23	6/30/24
Pelliconi, Deborah	Appointment	TCH-BC-TCH-15	Teacher	BC	1.0	TBD	TBD	8/28/23	6/30/24
Peterson, Danielle	Appointment	TCH-BC-TCH-17	Teacher	BC	1.0	TBD	TBD	8/28/23	6/30/24
Platt, Kaitlin	Appointment	TCH-BC-CST-01	Teacher	BC	1.0	TBD	TBD	8/28/23	6/30/24

MINUTES OF BOARD OF EDUCATION MEETING MAY 1, 2023
BOE approved: May 15, 2023

Posner, Dennis	Appointment	SPT-BC-LIB-01	Teacher	BC	1.0	TBD	TBD	8/28/23	6/30/24
Ramirez, Justin	Appointment	TCH-BC-TCH-19	Teacher	BC	1.0	TBD	TBD	8/28/23	6/30/24
Shortt, Sharon	Appointment	SEC-BC-PRIN-01	Secretary-Admin/Aud	BC	1.0	TBD	TBD	7/1/23	6/30/24
Walters, Mark	Appointment	TCH-BC-TCH-21	Teacher	BC	1.0	TBD	TBD	8/28/23	6/30/24
Valvano, Sarah	Appointment	TCH-IH-PS-01	Teacher	IVY H	1.0	TBD	TBD	8/28/23	6/30/24
Veneziano, Dalyn	Appointment	TCH-IH-PS-02	Teacher	IVY H	1.0	TBD	TBD	8/28/23	6/30/24
Allison, Vicki	Appointment		Paraprofessional	WW	0.97	TBD	TBD	8/28/23	6/30/24
Amin, Soneya	Appointment	SPS-CST-AID-U29-16	Paraprofessional PT	WW	1.0	TBD	TBD	8/28/23	6/30/24
Aporta, Emily	Appointment	TCH-WW-CST-01	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
Berardi, Lindsay	Appointment	TCH-WW-TCH-01	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
Ciulla, Kristina	Appointment	TCH-WW-TCH-09	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
Coleman, Gretchen	Appointment	TCH-WW-TCH-06	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
D'Addezio, Dominique	Appointment	SPT-WW-GUD-01	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
Daly, Ceri	Appointment	TCH-WW-CST-03	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
Diesso, Amanda	Appointment	TCH-WW-TCH-16	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
Distell, Jennifer	Appointment	SPT-CST-SLS-01	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
Dunn, Melissa	Appointment	TCH-WW-TCH-34	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
Elko, Kimberly	Appointment	TCH-WW-CST-04	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
Fagan, Trisha	Appointment	SPT-WW-LIB-01	Teacher	WW	0.6	TBD	TBD	8/28/23	6/30/24
Falk, Sara	Appointment	SPT-WW-NRS-01	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
Ficara, Janet	Appointment	SPS-CST-AID-U29-13	Paraprofessional	WW	0.97	TBD	TBD	8/28/23	6/30/24
Ginigaddarage Dona, Uthpali	Appointment	SPS-WW-CAFAID-03	Cafe Aide	WW	0.4	TBD	TBD	8/28/23	6/30/24
Goldstein, Debra	Appointment	SPS-CST-SW-01	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
Goncalves, Joao	Appointment	TCH-WW-TCH-12	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
Gonzalez, Elizabeth	Appointment	SPS-CST-LDTC-01	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
Holeczko, Taylor	Appointment	SPS-CST-AID-O30-01	Paraprofessional FT	WW	1.0	TBD	TBD	8/28/23	6/30/24

MINUTES OF BOARD OF EDUCATION MEETING MAY 1, 2023
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Hussein, Amal	Appointment	TCH-WW-TCH-15	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
Infante, Christopher	Appointment	TCH-WW-TCH-02	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
Joyce, Stacey	Appointment	SEC-CST-SPS-02	Secretary-10 Month	WW	0.5	TBD	TBD	8/28/23	6/30/24
Klein, Lauren	Appointment	TCH-WW-TCH-05	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
Lederman, Lainie	Appointment	TCH-WW-TCH-18	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
Lorber, Amy	Appointment	TCH-WW-TCH-19	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
Marangi, Elizabeth	Appointment	TCH-WW-TCH-20	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
Mason, Pamela	Appointment	TCH-WW-TCH-22	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
Maute, Neisa	Appointment	SPS-CST-AID-U29-10	Paraprofessional FT	WW	1.0	TBD	TBD	8/28/23	6/30/24
McCarthy, Megan	Appointment	TCH-WW-TCH-29	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
Meyer-Devincenzo, Jeanette	Appointment	TCH-WW-TCH-23	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
Minter, Kelly	Appointment	SPS-CST-AID-U29-15	Paraprofessional PT	WW	1.0	TBD	TBD	8/28/23	6/30/24
Misko, Rebecca	Appointment	TCH-WW-TCH-04	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
Morris, Jill	Appointment	SEC-WW-PRIN-01	Secretary-Admin/Aud	WW	1.0	TBD	TBD	7/1/23	6/30/24
Murphy, Allison	Appointment	TCH-WW-TCH-26	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
Mustachio, Judy	Appointment	SPS-WW-CAFAID-02	Paraprofessional PT	WW	0.8	TBD	TBD	8/28/23	6/30/24
Nakashian, Cheryl	Appointment	TCH-WW-CST-06	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
Ng, Edward	Appointment	SPS-CST-AID-U29-01	Paraprofessional PT	WW	1.0	TBD	TBD	8/28/23	6/30/24
Nyman, Suzanne	Appointment	SEC-WW-PRIN-02	Secretary-10 Month	WW	1.0	TBD	TBD	8/28/23	6/30/24
O'Boyle, Christa	Appointment	TCH-WW-TCH-27	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
Palazzolo, Lindsay	Appointment	TCH-WW-TCH-24	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
Paolazzi, Christopher	Appointment	TCH-WW-TCH-31	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
Perez, Ryan	Appointment	TCH-WW-CST-05	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
Pruser, Danielle	Appointment	TCH-WW-TCH-25	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
Roth, Brianna	Appointment	TCH-WW-TCH-07	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
Russell, Linda	Appointment	TCH-WW-TCH-35	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24

Santana, Rebecca	Appointment	TCH-WW-TCH-30	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
Schmidt, Tammy	Appointment	TCH-WW-TCH-11	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
Shaffer, Deliriz	Appointment	TCH-WW-TCH-28	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
Slootmaker, Leeann	Appointment	SPS-CST-ABA-01	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
Soracco, Corlee	Appointment	TCH-WW-TCH-21	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
Suarez, Elisa	Appointment	SPS-CST-AID-U29-04	Paraprofessional FT	WW	1.0	TBD	TBD	8/28/23	6/30/24
Topakas, Jennifer	Appointment	TCH-WW-TCH-13	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
Watson, Gigi	Appointment	TCH-WW-TCH-17	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
Winget, Abbey	Appointment	TCH-WW-CST-02	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24
Winter, William	Appointment	SPS-CST-AID-U29-03	Paraprofessional PT	WW	1.0	TBD	TBD	8/28/23	6/30/24
Ziegler, Robin	Appointment	SPS-WW-CAFAID-01	Café Aide	WW	0.58	TBD	TBD	8/28/23	6/30/24
Zielinski, Staci	Appointment	TCH-WW-TCH-32	Teacher	WW	1.0	TBD	TBD	8/28/23	6/30/24

District Roll call vote 10-0-0 with the exception of the below:
 District Roll call vote 0-9-1 (Cogliati) – A: Hermey
 District Roll call vote 1-9-0 (Gomes) – Y: Driscoll
 IH/WW/BC Roll call vote 9-0-0

14. Leaves of Absence 1

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									
4162	Administrative Leave		Teacher	District	1.0			3/30/23	5/4/23
5544	Revise LOA (utilizing sick days w/benefits)		Occupational Therapist	DW/LD	1.0			5/12/23	6/2/23
5544	Revise LOA (unpaid w/ benefits)		Occupational Therapist	DW/LD	1.0			6/3/23	6/30/23
4168	Revise Intermittent Unpaid FMLA/NJFLA (w/benefits)		Interpreter	LD	1.0			11/7/22	6/30/23
IVY H/WW/BC									
5214	Revise Paid MLOA (using sick days w/benefits)		Teacher	BC	1.0			3/23/23	5/12/23
5214	Revise		Teacher	BC	1.0			5/15/23	10/6/23

	Unpaid LOA (FMLA/NJFLA w/benefits)								
5374	Unpaid LOA (w/out benefits)		Paraprofessional	WW	0.97			5/18/23	5/19/23
5301	Unpaid CCLOA (w/out benefits)		Teacher	WW	1.0			8/29/23	6/30/24

District Roll call vote 10-0-0
IH/WW/BC Roll call vote 9-0-0

15. Athletics / Extra Services (Schedule B Appointments) A

BE IT RESOLVED, that the Mountain Lakes Board of Education approve the following additional compensation, for all extra earnings under the contract, as recommended by the Superintendent:

Name	Action	Position	Location	Grade/Step	Rate of Pay	Start Date	Term Date
DISTRICT							
Reid, Jeffrey	Appointment	Boys' Head Basketball Coach	MLHS	Step 3	\$8,251	11/15/23	3/1/24
Sebesto, Alyssa (OD)	Revise Appointment	Assistant Girls' Lacrosse Coach	MLHS	Step 2	\$5,214	3/1/23	6/15/23
IVY H/WW/BC							
Buckley, Coleen	Appointment	Softball Coach	BC	Step 3	\$4,284	3/1/23	6/1/23

District Roll call vote 10-0-0
IH/WW/BC Roll call vote 9-0-0

16. Additional Compensation A

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									
Bongiorno, Paul	Appointment	SPT-HS-AT-01	Heart Saver CPR/AED Training for Staff & Coaches	MLHS			TBD based on attendance	8/23/23	8/23/23
Danzi, Shari	Appointment		AP Proctor	MLHS			\$125 regular time \$150 extended time	5/1/23	5/19/23
Doniloski, Jason	Appointment	TCH-HS-PE-04	Heart Saver CPR/AED Training for Staff & Coaches	MLHS			TBD based on attendance	8/23/23	8/23/23

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Duane-Dacles, Bethany (OD)	Appointment		AP Proctor	MLHS			\$125 regular time \$150 extended time	5/1/23	5/19/23
Feltmann, Steven	Appointment	TCH-HS-PE-02	Heart Saver CPR/AED Training for Staff & Coaches	MLHS			TBD based on attendance	8/23/23	8/23/23
Gregory, Anne	Appointment	SPT-HS-GUD-05	College Essay Writing Workshop	MLHS			\$50/hr (Not to exceed 2 hrs)	5/17/23	5/17/23
Gregory, Anne	Appointment	SPT-HS-GUD-05	SAT site test coordinator	MLHS			\$300	6/3/23	6/3/23
Hurley, Janice	Appointment		AP Proctor	MLHS			\$125 regular time \$150 extended time	5/1/23	5/19/23
Lazeration, Julie	Appointment	ADM-LR-PRIN-01	MLAA Testing Co-Coordinator	LD	.33		\$4,000	5/1/23	6/30/23
Preston, Alison	Appointment	TCH-HS-PE-03	Heart Saver CPR/AED Training for Staff & Coaches	MLHS			TBD based on attendance	8/23/23	8/23/23
Romes, Lindsey (OD)	Appointment		AP Proctor	MLHS			\$125 regular time \$150 extended time	5/1/23	5/19/23
Romulo, Sarah (OD)	Appointment		AP Proctor	MLHS			\$125 regular time \$150 extended time	5/1/23	5/19/23
Selepouchin, Daria (OD)	Appointment		AP Proctor	MLHS			\$125 regular time \$150 extended time	5/1/23	5/19/23
Suarez, Jennifer	Appointment	TCH-HS-PE-01	Heart Saver CPR/AED Training for Staff & Coaches	MLHS			TBD based on attendance	8/23/23	8/23/23
Wojcik, LuAnn	Appointment	SPT-HS-NRS-01	Heart Saver CPR/AED Training for Staff & Coaches	MLHS			TBD based on attendance	8/23/23	8/23/23
IVY H/WW/BC									
Azar, Beth	Appointment	ADM-WW-PRIN-01	MLAA Testing Co-Coordinator	WW	.33		\$4,000	5/1/23	6/30/23
Carlson, Erik	Appointment	ADM-BC-PRIN-01	MLAA Testing Co-Coordinator	BC	.33		\$4,000	5/1/23	6/30/23
Pruser, Danielle	Rescind	TCH-WW-TCH-25	ScIP (Co)	WW			\$1,500	8/29/22	8/29/22

Zielinski, Staci	Revise Appointment	TCH-WW-TCH-32	ScIP	WW			\$3,000	8/29/22	6/30/23
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District Roll call vote 10-0-0
IH/WW/BC Roll call vote 9-0-0

17. Field Trips

BE IT RESOLVED, that the Mountain Lakes Board of Education approve the following field trips for the 2022-2023 school year, as recommended by the Superintendent:

School	Destination	Reason	Date
DISTRICT			
MLHS	New York, NY	PXL/Art Trip	5/23/23

District Roll call vote 10-0-0

18. 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	Position	Location	Rate of Pay	Start Date	Term Date
DISTRICT						
Marcoux, Jenna	Appointment	Substitute Interpreter	DW	Board Approved Rate	4/1/23	6/30/23

District Roll call vote 10-0-0

19. Tuition Reimbursement

BE IT RESOLVED, that the Mountain Lakes Board of Education approve the following course(s) for tuition reimbursement when the course has been completed and the transcripts received by the Superintendent's office, as recommended by the Superintendent:

Name	Location	College/University	Course Title / #	Credits
DISTRICT				
Fiorina, Teresa	MLHS	University of California at San Diego	Using SEL to Drive Inclusive Practices in High School (EDUC 42277)	3.3
Sica, David	MLHS	New Jersey City University	School Law (EDLD 601)	3
Sica, David	MLHS	New Jersey City University	Home, School and Community Relations (EDLD 640)	3
Sica, David	MLHS	New Jersey City University	Educational Administration Leadership (EDLD 663)	3

District Roll call vote 10-0-0

20. Job Descriptions

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

Title
Confidential Secretary for Benefits and Registration/Enrollment
Custodian
Custodial Night Supervisor
Director of Educational Facilities Management
Grounds Keeper
IT Technician
Jr. IT Technician
Maintenance
Supervisor of Buildings and Grounds

District Roll call vote 10-0-0

B. CURRICULUM / SPECIAL SERVICES

C. MISCELLANEOUS

21. 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 #MLHS 006-2223 reported on April 3, 2023, and discussed in Executive Session, as recommended by the Superintendent.

District Roll call vote 8-0-2 (ABSTAIN: L. McIntyre, J. Parker)

22. 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 #MLHS 007-2223 reported on April 3, 2023, and discussed in Executive Session, as recommended by the Superintendent.

District Roll call vote 8-0-2 (ABSTAIN: L. McIntyre, J. Parker)

23. J-1 Visa Student

BE IT RESOLVED, that the Mountain Lakes Board of Education, pursuant to Board Policy 5111, approves T.F. as a J-1 Visa Student (exchange student) for the 2023-24 school year, as recommended by the Superintendent.

District Roll call vote 10-0-0

UNFINISHED BUSINESS - None

NEW BUSINESS

- Ms. Lewis is resigning from the BOE effective tonight
- Board discussion thanking Ms. Lewis on her service to the BOE and community
- Congratulations to Mr. Higgins as the new Wildwood Principal
- Arbor Day celebration and non-religious songs

PENDING LEGISLATION - None

COMMENTS AND REQUESTS FROM THE PUBLIC - None

EXECUTIVE SESSION II

MOTION to enter into Executive Session was made by Ms. Lewis and seconded by Mrs. Parker, that the Board of Education adopt the following resolution.

Roll Call 10-0-0

BE IT RESOLVED, by the Mountain Lakes Board of Education on this 1st day of May, 2023 at 11:05pm 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: personnel, privacy and negotiations

2. These matters will be disclosed to the public as soon as the need for confidentiality no longer applies. Although the Board cannot guarantee it, the length of the Executive Session is estimated to be 60 minutes after which the public meeting of the Board shall reconvene and proceed with business. Action may take place.

3. This resolution shall take effect immediately.

MOTION, to leave executive session at 11:47pm was made by Ms. Leininger and seconded by Dr. McIntyre

The motion was approved 8-0-0 and the Board returned to public session at 11:47pm.

ADJOURNMENT

MOTION to adjourn the meeting at 11:47pm was made by Mrs. Parker and seconded by Dr. McIntyre.

The motion was approved 8-0-0 and the Board adjourned at 11:47pm.

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

Mountain Lakes Board of Education



Check Register By Check Number

for Batches 60,61 and UnPosted Checks : Check Date is from 04/01/2023 to 04/27/2023

va_chkr3.040423
03/01/2023

Check # PO #	Invoice Number	Account Number	Vendor No./ Vendor Name/Remit to Vendor	Batch	Check Amount	Check Description or Multi Remit To Check Name	Check Date	Check Type
UNPOSTED CHECKS								
97894 23-0998		11-000-251-500-AD- - -	6913/ABLE SHRED BUSINESS PRODUCTS LLC	60	25.00	Inv. 4644	04/18/2023	C
	23-0393	11-190-100-500-HS- - -	6913/ABLE SHRED BUSINESS PRODUCTS LLC	60	75.00	Inv. 4643	04/18/2023	C
Total For Check Number 97894						\$100.00		
97895 23-1293		11-000-261-420-DW-0750 - -	1068/ADAMS FIRE PROTECTION INC.	60	1,336.25	Inv. 0066577	04/18/2023	C
Total For Check Number 97895						\$1,336.25		
97896 23-1240		12-000-266-730-DW- - -	8300/ALERTUS TECHNOLOGIES, LLC	60	13,184.00	Inv. 00144898	04/18/2023	C
Total For Check Number 97896						\$13,184.00		
97897 23-1387		11-000-261-420-DW-0750 - -	4302/AMC PRECISION GLASS, INC.	60	475.00	Inv. 7280	04/18/2023	C
Total For Check Number 97897						\$475.00		
97898 23-1384		11-000-261-610-DW-0730B- -	9340/AGN GLASS LLC	60	290.00	Inv. 1-342943	04/18/2023	C
Total For Check Number 97898						\$290.00		
97899 23-1192		11-000-261-610-DW-0730B- -	1123/MORRIS COUNTY HARDWARE & PAINT	60	1,443.61	March Invoices	04/18/2023	C
Total For Check Number 97899						\$1,443.61		
97900 23-0108		11-000-261-420-DW-0750 - -	5261/ARROW ELEVATOR INC.	60	410.00	Inv. 111344 Apr'23	04/18/2023	C
Total For Check Number 97900						\$410.00		
97901 23-0410		20-250-100-560-CS-1411T- -	5202/BANYAN SCHOOL	60	4,973.64	M.J. 4/23	04/18/2023	C
Total For Check Number 97901						\$4,973.64		
97902 23-1033		11-000-270-518-DW- - -	9231/BERKSHIRE TRANSPORTATION CORP.	60	675.00	Invoice dated 12/12/22	04/18/2023	C
	23-1033	11-000-270-518-DW- - -	9231/BERKSHIRE TRANSPORTATION CORP.	60	4,650.00	Invoice dated 3/31/23	04/18/2023	C
Total For Check Number 97902						\$5,325.00		
97903 23-1082		11-000-223-580-CS-0250B- -	1240/BUREAU OF EDUCATION & RESEARCH	60	279.00	Inv. 5114176	04/18/2023	C
Total For Check Number 97903						\$279.00		
97904 23-0270		11-190-100-500-TD-0720C- -	8745/CABLEVISION LIGHTPATH, INC.	60	5,855.07	Inv. 101010778 Apr'23	04/18/2023	C
Total For Check Number 97904						\$5,855.07		
97905 23-0991		11-000-252-500-DW- - -	8659/CANON FINANCIAL SERVICES, INC	60	929.18	Inv. 30283098 3/20-4/19/23	04/18/2023	C
	23-0991	11-190-100-440-DW-0250A- -	8659/CANON FINANCIAL SERVICES, INC	60	2,168.08	Inv. 30283098 3/20-4/19/23	04/18/2023	C
Total For Check Number 97905						\$3,097.26		

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97906	23-1346		11-000-262-610-DW-0620C-	1252/CAPITAL SUPPLY COMPANY	60	7,875.20	#800433, #800434, #800435	04/18/2023	C
Total For Check Number 97906						\$7,875.20			
97907	23-0402		11-000-100-566-CS-0870F-	8377/CELEBRATE THE CHILDREN	60	2,275.00	#2304050 Apr'23,#2223311 Cr	04/18/2023	C
	23-0404		11-000-100-566-CS-0870F-	8377/CELEBRATE THE CHILDREN	60	2,275.00	#2304050 Apr'23,#2223312 Cr	04/18/2023	C
	23-0402		20-250-100-560-CS-1411T-	8377/CELEBRATE THE CHILDREN	60	5,603.00	#2304050 Apr'23,#2223311 Cr	04/18/2023	C
	23-0404		20-250-100-560-CS-1411T-	8377/CELEBRATE THE CHILDREN	60	5,603.00	#2304050 Apr'23,#2223312 Cr	04/18/2023	C
Total For Check Number 97907						\$15,756.00			
97908	23-1273		11-000-263-420-DW-0720A-	8672/CIFELLI & SON GENERAL CONSTRUCTION, INC	60	16,800.00	Inv. 041023	04/18/2023	C
Total For Check Number 97908						\$16,800.00			
97909	23-0407		11-000-100-566-CS-0870F-	8376/CORNERSTONE DAY SCHOOL, LLC	60	5,946.50	Inv. 1032848 Apr'23	04/18/2023	C
Total For Check Number 97909						\$5,946.50			
97910	23-1390		11-000-263-610-DW-	8920/DECKER INC. SCHOOL FIX	60	397.84	Order #528780A	04/18/2023	C
Total For Check Number 97910						\$397.84			
97911	23-0755		11-000-262-621-HS-0630-	8741/DIXON BROTHERS INC.	60	355.43	Inv. 554554	04/18/2023	C
Total For Check Number 97911						\$355.43			
97912	23-1110		11-000-213-330-CS-0431A-	2500/EDUC SVCS COMM. MORRIS CNTY *	60	1,539.00	#202301686 Feb'23	04/18/2023	C
	23-1230		20-250-200-300-CS-	2500/EDUC SVCS COMM. MORRIS CNTY *	60	5,940.00	#202301259 Dec'22	04/18/2023	C
	23-1230		20-250-200-300-CS-	2500/EDUC SVCS COMM. MORRIS CNTY *	60	5,832.00	#202300605 Sept'22	04/18/2023	C
	23-1230		20-250-200-300-CS-	2500/EDUC SVCS COMM. MORRIS CNTY *	60	5,184.00	#202300809 Oct'22	04/18/2023	C
	23-1230		20-250-200-300-CS-	2500/EDUC SVCS COMM. MORRIS CNTY *	60	7,344.00	#202301031 Nov'22	04/18/2023	C
Total For Check Number 97912						\$25,839.00			
97913	23-0769		11-000-230-590-DW-0820D-	9242/ENROLLHAND INC	60	500.00	Apr'23	04/18/2023	C
Total For Check Number 97913						\$500.00			
97914	23-1275		11-000-263-610-DW-	8609/ESSEX FENCE COMPANY LLC	60	80.00	Inv. 8672	04/18/2023	C
Total For Check Number 97914						\$80.00			
97915	23-1204		11-000-261-610-DW-0730B-	4312/FERGUSON ENTERPRISES, INC. #501	60	148.79	Inv. 8875499	04/18/2023	C
Total For Check Number 97915						\$148.79			
97916	23-1409		11-000-263-610-DW-	1887/FOREST LUMBER & SUPPLY	60	870.87	Inv. 3473	04/18/2023	C

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UNPOSTED CHECKS									
97916				CO					
Total For Check Number 97916						\$870.87			
97917	23-1404		11-000-261-610-DW-0730B- -	2005/GRAINGER	60	619.34	(3) Invoices	04/18/2023	C
	23-0299		11-000-262-610-DW-0620C- -	2005/GRAINGER	60	78.31	#9655168012	04/18/2023	C
Total For Check Number 97917						\$697.65			
97918	23-1019		11-000-213-330-LR-0430A- -	8994/HEATHER LYN BLACKWELL LONG	60	3,760.00	Mar'23	04/18/2023	C
Total For Check Number 97918						\$3,760.00			
97919	23-0300		11-000-262-610-DW-0620C- -	2059/HOME DEPOT USA, INC	60	214.52	6035 3225 3191 4384	04/18/2023	C
	23-1276		11-401-100-610-BC-1020A-A -	2059/HOME DEPOT USA, INC	60	788.33	6035 3225 3191 4384	04/18/2023	C
	23-1350		11-401-100-610-BC-1020A-A -	2059/HOME DEPOT USA, INC	60	16.68	6035 3225 3191 4384	04/18/2023	C
Total For Check Number 97919						\$1,019.53			
97920	23-1414		11-000-262-622-BC-0640B- -	2181/J C P & L	60	3,503.84	1/28-3/27	04/18/2023	C
	23-1414		11-000-262-622-HS-0640B- -	2181/J C P & L	60	13,739.29	2/17-3/20; 1/28-3/27	04/18/2023	C
	23-1414		11-000-262-622-LR-0640B- -	2181/J C P & L	60	1,832.31	2/22-3/22	04/18/2023	C
	23-1414		11-000-262-622-WW-0640B- -	2181/J C P & L	60	8,289.26	2/25-3/27, 2/25-3/28	04/18/2023	C
Total For Check Number 97920						\$27,364.70			
97921	23-1396		11-402-100-890-HS-1020A-21-	8932/JOHN F. TAYLOR	60	150.00	Invoice dated 4/2/23	04/18/2023	C
Total For Check Number 97921						\$150.00			
97922	22-0750		11-000-262-420-HS-0720D- -	8898/JOHN NEGRI	60	346.00	Inv. 3664	04/18/2023	C
Total For Check Number 97922						\$346.00			
97923	23-0301		11-000-261-610-DW-0730B- -	8743/JOHNSTONE SUPPLY	60	458.95	(5) Invoices Feb/Mar	04/18/2023	C
Total For Check Number 97923						\$458.95			
97924	23-1291		11-000-263-610-DW- - -	7530/LAKELAND AUTO PARTS	60	51.48	S3004007, S3011513	04/18/2023	C
Total For Check Number 97924						\$51.48			
97925	23-0719		11-000-213-330-LR-0430A- -	4428/MARY OSBORNE	60	7,560.00	Mar'23	04/18/2023	C
Total For Check Number 97925						\$7,560.00			
97926	23-1373		11-000-252-500-TD- - -	9169/MCI COMM SERVICE	60	13.59	MCI AC #2DH28510	04/18/2023	C
Total For Check Number 97926						\$13.59			
97927	23-1220		11-207-100-610-LR-0240 - -	7334/MED-EL CORPORATION	60	609.00	Inv. PSI439272	04/18/2023	C
	23-1303		11-207-100-610-LR-0240 - -	7334/MED-EL CORPORATION	60	1,209.00	Inv. PSI440966	04/18/2023	C
Total For Check Number 97927						\$1,818.00			
97928	23-0557		11-000-100-566-CS-0870F- -	8891/MONTVILLE TWP BOARD OF EDUCATION	60	3,805.40	Apr'23	04/18/2023	C
Total For Check Number 97928						\$3,805.40			
97929	23-0106		11-000-263-420-DW-0720A- -	9052/MOORE CONTROL	60	238.99	(4) Invs 80080-80083 Apr'23	04/18/2023	C

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UNPOSTED CHECKS								
97929			EXTERMINATING CO					
Total For Check Number 97929					\$238.99			
97930 23-1056		11-000-100-563-DW-0870A- -	6027/MORRIS COUNTY VOCATIONAL SCHOOL DIST.	60	9,068.20	#3V0554 Apr'23	04/18/2023	C
	23-1056	11-000-100-563-LR-0870A- -	6027/MORRIS COUNTY VOCATIONAL SCHOOL DIST.	60	5,967.90	#3V0554 Apr'23	04/18/2023	C
Total For Check Number 97930					\$15,036.10			
97931 23-1408		11-000-261-610-DW-0730B- -	6305/MOST DEPENDABLE FOUNTAINS	60	1,271.00	Inv. 72558	04/18/2023	C
Total For Check Number 97931					\$1,271.00			
97932 23-0924		11-000-230-590-DW-0820D- -	7019/MOUNTAIN LAKES BD-CAFE ACCT	60	300.00	574-4404, 4406 Oct'22	04/18/2023	C
	23-0924	11-000-230-590-DW-0820D- -	7019/MOUNTAIN LAKES BD-CAFE ACCT	60	184.60	574-4448, 4449 Feb'23	04/18/2023	C
	23-0924	11-000-230-590-DW-0820D- -	7019/MOUNTAIN LAKES BD-CAFE ACCT	60	218.00	574-4425 Dec'22	04/18/2023	C
	23-0924	11-000-230-590-DW-0820D- -	7019/MOUNTAIN LAKES BD-CAFE ACCT	60	156.00	574-4438, 4438 Jan'23	04/18/2023	C
	23-1010	13-424-100-610-WW- - -	7019/MOUNTAIN LAKES BD-CAFE ACCT	60	561.00	Inv. 574-4422	04/18/2023	C
Total For Check Number 97932					\$1,419.60			
97933 23-0117		12-000-400-450-DW-0720B- -	9261/MRC, INC.	60	228,434.71	Inv. 105281	04/18/2023	C
Total For Check Number 97933					\$228,434.71			
97934 23-1366		11-190-100-890-WW-0250B- -	4494/N.J. CONSORTIUM-GIFTED PROGRAM	60	570.00	Registrations Fees	04/18/2023	C
Total For Check Number 97934					\$570.00			
97935 23-0158		12-140-100-731-HS- - -	7657/NATIONAL EDUCATIONAL MUSIC CO.	60	1,212.15	Inv. 41624 - Clarinet	04/18/2023	C
Total For Check Number 97935					\$1,212.15			
97936 23-0746		11-190-100-610-TD-0730A- -	8608/NEWEGG BUSINESS INC.	60	349.92	(4) invoices	04/18/2023	C
	23-0793	11-190-100-610-TD-0730E- -	8608/NEWEGG BUSINESS INC.	60	243.00	#1304179302	04/18/2023	C
Total For Check Number 97936					\$592.92			
97937 23-1391		11-000-240-890-HS-0250D-BE-	4331/NJPSA	60	845.00	22-23 Membership Invoice	04/18/2023	C
Total For Check Number 97937					\$845.00			
97938 23-1386		11-000-263-890-DW-0660A- -	9341/NJ RECREATION & PARK ASSOC	60	1,280.00	Invs 0618, 0619 C.M. & G.S.	04/18/2023	C

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Total For Check Number 97938						\$1,280.00			
97939	23-1380		11-402-100-890-HS-1020A-21-	4919/NJSIAA	60	120.00	NJSIAA Scholar Athlete Banquet	04/18/2023	C
Total For Check Number 97939						\$120.00			
97940	23-1312		11-000-261-420-DW-0750 - -	6744/NORTON SEWER & DRAIN INC	60	700.00	Inv. 13294	04/18/2023	C
Total For Check Number 97940						\$700.00			
97941	23-1392		11-000-270-512-DW-0520E- -	8993/O'DOWD TRANSPORTATION	60	495.00	Mar'23 Invoice	04/18/2023	C
Total For Check Number 97941						\$495.00			
97942	23-0815		11-000-261-420-DW-0750 - -	7934/PDM GROUP	60	4,551.87	Inv. 35578	04/18/2023	C
Total For Check Number 97942						\$4,551.87			
97943	23-1213		11-000-219-610-CS-1101A- -	8325/NCS PEARSON INC	60	59.40	Inv. 21234906	04/18/2023	C
Total For Check Number 97943						\$59.40			
97944	23-1355		11-190-100-500-LR-0720C- -	1107/PHONAK, INC	60	407.99	Inv. 5138439746	04/18/2023	C
Total For Check Number 97944						\$407.99			
97945	23-1024		11-000-230-332-AD-0120A- -	9309/PKF O'CONNOR DAVIES, LLP	60	7,500.00	Inv. 698942	04/18/2023	C
Total For Check Number 97945						\$7,500.00			
97946	23-0823		60-910-310-870-DW-000 - -	6640/POMPTONIAN FOOD SERVICE	60	33,174.92	574 031723 3/17/23	04/18/2023	C
	23-0823		60-910-310-870-DW-000 - -	6640/POMPTONIAN FOOD SERVICE	60	27,677.09	574 033123 3/31/23	04/18/2023	C
	23-0823		60-910-310-870-DW-000 - -	6640/POMPTONIAN FOOD SERVICE	60	9,256.42	574 022423 2/24/23	04/18/2023	C
	23-0823		60-910-310-870-DW-000 - -	6640/POMPTONIAN FOOD SERVICE	60	15,773.35	574 032423 3/24/23	04/18/2023	C
	23-0823		60-910-310-870-DW-000 - -	6640/POMPTONIAN FOOD SERVICE	60	23,067.74	574 031023 3/10/23	04/18/2023	C
Total For Check Number 97946						\$108,949.52			
97947	23-1412		11-000-270-512-DW-0520E- -	9306/RAJAK LLC	60	650.00	Invoice dated 4/1/23	04/18/2023	C
Total For Check Number 97947						\$650.00			
97948	23-0128		11-000-240-500-BC- - -	2881/READY REFRESH BY NESTLE	60	7.98	AC 0015576978 3/13-4/12/23	04/18/2023	C
	23-0801		11-000-251-500-AD- - -	2881/READY REFRESH BY NESTLE	60	29.16	AC 0015629652 3/13-4/12/23	04/18/2023	C
	23-0390		11-190-100-500-HS- - -	2881/READY REFRESH BY NESTLE	60	67.50	AC 0014813828 3-13-4/12/23	04/18/2023	C
Total For Check Number 97948						\$104.64			
97949	23-1112		11-000-100-566-CS-0870F- -	9298/REED ACADEMY	60	9,652.50	INV6288 Apr'23	04/18/2023	C
Total For Check Number 97949						\$9,652.50			
97950	23-1171		11-000-219-610-CS-1101A- -	9011/RIVERSIDE ASSESSMENTS, LLC	60	2,165.90	Inv. 153433	04/18/2023	C
Total For Check Number 97950						\$2,165.90			
97951	23-0406		11-000-100-566-CS-0870F- -	9005/SAGE ALLIANCE	60	5,358.78	INV51934 Apr'23	04/18/2023	C
Total For Check Number 97951						\$5,358.78			
97952	23-1370		11-000-251-580-AD-0130K- -	9237/SOCIETY FOR HUMAN	60	244.00	Inv. INSH552245	04/18/2023	C

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UNPOSTED CHECKS									
97952				RESOURCE MANAGEMENT					
Total For Check Number 97952						\$244.00			
97953	23-0729		11-000-230-340-AD-0120E- -	8972/STAINLESS PRODUCTIONS LLC	60	555.00	Inv. 0706 Feb'23	04/18/2023	C
	23-0729		11-000-230-340-AD-0120E- -	8972/STAINLESS PRODUCTIONS LLC	60	1,135.00	Inv. 0707 Mar'23	04/18/2023	C
	23-0729		11-000-230-340-AD-0120E- -	8972/STAINLESS PRODUCTIONS LLC	60	1,060.00	Inv. 0705 Jan'23	04/18/2023	C
Total For Check Number 97953						\$2,750.00			
97954	23-1015		11-190-100-500-TD-0720C- -	9239/T-MOBILE	60	120.00	AC 977316580 Mar'23	04/18/2023	C
Total For Check Number 97954						\$120.00			
97955	23-1394		11-190-100-610-HS-0240A-F -	3320/TEACHER	60	57.44	Teresa Fiorina	04/18/2023	C
Total For Check Number 97955						\$57.44			
97956	23-1416		11-000-262-622-HS-0640B- -	8054/TIOGA SOLAR MORRIS COUNTY 1, LLC	60	1,805.57	Mar'23	04/18/2023	C
Total For Check Number 97956						\$1,805.57			
97957	23-0849		11-000-213-330-CS-0431A- -	8630/TRINITAS CHILDREN'S THERAPY SERVICES	60	6,820.23	0223	04/18/2023	C
Total For Check Number 97957						\$6,820.23			
97958	23-1292		11-000-262-610-DW-0620C- -	9329/TWI-LAQ INDUSTRIES INC	60	186.62	Inv. 189736	04/18/2023	C
Total For Check Number 97958						\$186.62			
97959	23-1417		11-000-251-600-AD-0130I- -	3465/U.S. POSTAL SERVICE	60	1,250.00	Postage Meter AC#32955627	04/18/2023	C
Total For Check Number 97959						\$1,250.00			
97960	23-0963		11-000-230-530-AD-0130U- -	9144/VERIZON	60	696.85	AC 356-779-984-0001-81 Apr'23	04/18/2023	C
Total For Check Number 97960						\$696.85			
97961	23-0261		11-190-100-500-TD-0720C- -	9188/VERIZON	60	1,470.67	Inv. Z8827621	04/18/2023	C
Total For Check Number 97961						\$1,470.67			
97962	23-1248		11-190-100-640-HS-0220A-HS-	4118/VERNIER SOFTWARE & TECH	60	68.00	Inv. 5452047	04/18/2023	C
Total For Check Number 97962						\$68.00			
97963	23-1236		11-000-240-610-BC-0250A- -	6480/W.B. MASON CO., INC.	60	407.40	Inv. 236579311	04/18/2023	C
Total For Check Number 97963						\$407.40			
97964	23-0303		11-000-261-610-DW-0730B- -	8187/WARSHAUER ELECTRIC SUPPLY CO.	60	226.29	S100567958.001,S1005700753.00	04/18/2023	C
Total For Check Number 97964						\$226.29			
97965	23-1054		11-000-100-566-CS-0870F- -	5189/WINDSOR LEARNING CENTER, INC.	60	5,972.40	#17649 Apr'23	04/18/2023	C

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UNPOSTED CHECKS									
97965	23-1054		11-000-100-566-CS-0870F- -	5189/WINDSOR LEARNING CENTER, INC.	60	9,385.20	#17606 Mar'23	04/18/2023	C
	23-1054		11-000-100-566-CS-0870F- -	5189/WINDSOR LEARNING CENTER, INC.	60	-426.60	#17721 Credit Jan'23	04/18/2023	C
Total For Check Number 97965						\$14,931.00			
97966	23-1255		11-000-261-420-DW-0750 - -	4813/AC DAUGHTRY, INC	61	119.85	INV. 471057	04/27/2023	C
Total For Check Number 97966						\$119.85			
97967	23-1027		11-000-230-339-AD-0120D- -	1400/ANDERSON & DENZLER ASSOC. INC	61	89.63	#1221 mAR'23	04/27/2023	C
Total For Check Number 97967						\$89.63			
97968	23-1332		11-190-100-610-BC-0240A- -	6282/B&H PHOTO	61	7.49	Inv. 211854996	04/27/2023	C
Total For Check Number 97968						\$7.49			
97969	23-1308		11-402-100-610-HS-1020A-54-	9127/BEACON ATHLETICS LLC	61	4,205.00	Inv. 0566991-IN	04/27/2023	C
Total For Check Number 97969						\$4,205.00			
97970	23-1159		11-000-263-420-DW-0720A- -	8814/BOB VIERSMA & SONS, INC.	61	10,125.00	Inv. 23-049	04/27/2023	C
Total For Check Number 97970						\$10,125.00			
97971	23-1451		11-402-100-500-HS- - -	1291/BOROUGH OF MOUNTAIN LAKES	61	414.38	Inv dated 4/20/23 Porta Potty	04/27/2023	C
Total For Check Number 97971						\$414.38			
97972	23-1070		11-000-262-441-DW- - -	6140/BOROUGH OF MOUNTAIN LAKES	61	3,750.00	May'23	04/27/2023	C
Total For Check Number 97972						\$3,750.00			
97973	23-1067		11-000-262-420-DW-0620A- -	1293/BOROUGH MOUNTAIN LAKES	61	8,333.00	May'23	04/27/2023	C
Total For Check Number 97973						\$8,333.00			
97974	23-0320		11-402-100-610-HS-1020A-54-	1342/BSN SPORTS, LLC	61	733.44	Inv. 919938268	04/27/2023	C
	23-1219		11-402-100-610-HS-1020A-54-	1342/BSN SPORTS, LLC	61	495.59	Inv. 921046230	04/27/2023	C
	23-1283		11-402-100-610-HS-1020A-54-	1342/BSN SPORTS, LLC	61	553.85	Inv. 921223998	04/27/2023	C
Total For Check Number 97974						\$1,782.88			
97975	23-1207		11-000-262-610-DW-0620C- -	1252/CAPITAL SUPPLY COMPANY	61	229.10	Inv. 798506	04/27/2023	C
Total For Check Number 97975						\$229.10			
97976	23-0920		11-000-213-300-DW- - -	9194/CHANGEBRIDGE MEDICAL ASSOCIATES PA	61	1,666.67	Apr'23	04/27/2023	C
	23-0920		11-000-213-300-DW- - -	9194/CHANGEBRIDGE MEDICAL ASSOCIATES PA	61	1,666.67	Mar'23	04/27/2023	C
Total For Check Number 97976						\$3,333.34			
97977	23-1324		11-000-223-580-CS-0250B- -	6926/CHILDREN'S HEARING	61	105.00	Inv. 2323	04/27/2023	C

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Check #	PO #	Invoice Number	Account Number	Vendor No./ Vendor Name/Remit to Vendor	Batch	Check Amount	Check Description or Multi Remit To Check Name	Check Date	Check Type
UNPOSTED CHECKS									
97977				INSTITUTE, INC					
Total For Check Number 97977						\$105.00			
97978	23-0399		11-402-100-610-HS-1020A-54-	7355/COLLINS SPORTS MEDICINE	61	5,123.55	(6) Invoices	04/27/2023	C
Total For Check Number 97978						\$5,123.55			
97979	23-1299		11-000-261-420-DW-0750 - -	5011/COMBUSTION SERVICE CORP.	61	3,750.00	Inv. 9263	04/27/2023	C
Total For Check Number 97979						\$3,750.00			
97980	23-1403		11-190-100-500-TD-0720C- -	9274/COMPUTER DESIGN & INTEGRATION LLC	61	6,217.20	Inv. CDI0528896-IN	04/27/2023	C
Total For Check Number 97980						\$6,217.20			
97981	23-1247		11-402-100-890-HS-1020A-21-	9325/CONNOR CORISH MEML SCHOLARSHIP FDTN TRU	61	350.00	Entry Fee-May'23 Tournament	04/27/2023	C
Total For Check Number 97981						\$350.00			
97982	23-1081		11-000-100-566-CS-0870F- -	8376/CORNERSTONE DAY SCHOOL, LLC	61	11,893.00	#1031507, #1031637	04/27/2023	C
Total For Check Number 97982						\$11,893.00			
97983	23-0002		11-000-291-270-DW-0820C- -	4676/DELTA DENTAL OF N J *	61	23,381.16	Dental Invoices- Mar'23	04/27/2023	C
Total For Check Number 97983						\$23,381.16			
97984	22-1449		11-000-266-300-DW- - -	9269/Eastern DataComm	61	30,523.21	Inv. 173607 2nd pmt	04/27/2023	C
Total For Check Number 97984						\$30,523.21			
97985	23-0799		11-000-270-515-DW-0520C- -	2500/EDUC SVCS COMM. MORRIS CNTY *	61	28,828.14	#202301970 Apr'23	04/27/2023	C
	23-1035		11-000-270-517-DW- - -	2500/EDUC SVCS COMM. MORRIS CNTY *	61	11,897.24	#202301862 Apr'23	04/27/2023	C
	23-1035		11-000-270-518-DW- - -	2500/EDUC SVCS COMM. MORRIS CNTY *	61	2,570.40	#202301862 Apr'23	04/27/2023	C
Total For Check Number 97985						\$43,295.78			
97986	23-0954		11-190-100-610-HS-0240A-U -	7491/FOLLETT SCHOOL SOLUTIONS, INC.	61	3,355.25	Invs. 635137, A; F	04/27/2023	C
	23-0309		11-190-100-640-HS-0220A-A -	7491/FOLLETT SCHOOL SOLUTIONS, INC.	61	2,601.24	#2660384 A & B	04/27/2023	C
Total For Check Number 97986						\$5,956.49			
97987	23-0976		11-000-262-444-DW-0650A- -	8586/GOVERNMENT LEASING & FINANCE, INC	61	80,209.23	Inv. 498368653	04/27/2023	C
Total For Check Number 97987						\$80,209.23			
97988	23-1450		11-000-263-610-DW- - -	9348/GENUINE PARTS COMPANY	61	503.59	AC#2188280	04/27/2023	C
Total For Check Number 97988						\$503.59			

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Check #	PO #	Invoice Number	Account Number	Vendor No./ Vendor Name/Remit to Vendor	Batch	Check Amount	Check Description or Multi Remit To Check Name	Check Date	Check Type
UNPOSTED CHECKS									
97989	23-1455		20-087-100-500-BC- - -	8150/GROUP TO GO, INC.	61	5,845.00	Inv. Briar2	04/27/2023	C
Total For Check Number 97989						\$5,845.00			
97990	23-1050		11-000-221-600-CI- - -	2037/HEINEMANN	61	5,886.00	Inv. 7497010	04/27/2023	C
	23-1320		20-272-200-320-CS-1418D- -	2037/HEINEMANN	61	250.00	Inv. 7510625	04/27/2023	C
	23-1049		20-487-100-600-DW- - -	2037/HEINEMANN	61	6,278.40	Inv. 7497008	04/27/2023	C
Total For Check Number 97990						\$12,414.40			
97991	Non A/P Chk		DB10-499- , CR10-101-	9349/HOPE TOWNSHIP BOE	61	1,020.00	LDI 22-23SY OVRPMT	04/27/2023	C
Total For Check Number 97991						\$1,020.00			
97992	23-0223		11-190-100-500-HS- - -	8898/JOHN NEGRI	61	290.00	Inv. 3885	04/27/2023	C
Total For Check Number 97992						\$290.00			
97993	23-1436		11-000-263-610-DW- - -	6240/KENVIL POWER MOWER	61	224.91	Inv. 218259	04/27/2023	C
Total For Check Number 97993						\$224.91			
97994	23-1118		11-402-100-610-HS-1020A-54-	9276/LAX.COM NEWCO LLC	61	75.00	Inv. 34199T	04/27/2023	C
Total For Check Number 97994						\$75.00			
97995	23-0667		11-000-261-420-DW-0750 - -	9199/LEW CORPORATION	61	96.00	Inv. 138458	04/27/2023	C
Total For Check Number 97995						\$96.00			
97996	23-1432		11-402-100-890-HS-1020A-21-	8913/MADISON BOARD OF EDUCATION	61	325.00	Entry Fee-4/15/23 Relays	04/27/2023	C
Total For Check Number 97996						\$325.00			
97997	23-1440		11-190-100-890-BC-0250A- -	8848/MIDDLESEX MIDDLE SCHOOL	61	55.00	Invoice dated 4/22/23	04/27/2023	C
Total For Check Number 97997						\$55.00			
97998	23-1442		11-000-218-610-HS-0250A-G -	7019/MOUNTAIN LAKES BD-CAFE ACCT	61	944.25	574-4456	04/27/2023	C
	23-1328		11-000-240-610-HS-0250D-BA-	7019/MOUNTAIN LAKES BD-CAFE ACCT	61	60.00	574-4457	04/27/2023	C
	23-1439		13-424-100-890-WW- - -	7019/MOUNTAIN LAKES BD-CAFE ACCT	61	748.00	574 4464 Mar'23	04/27/2023	C
Total For Check Number 97998						\$1,752.25			
97999	23-0863		12-000-400-450-DW-0720B- -	9261/MRC, INC.	61	57,433.53	Inv. 106428	04/27/2023	C
Total For Check Number 97999						\$57,433.53			
98000	23-1441		11-401-100-890-HS-1020A-05-	5883/N.J. MATHEMATICS LEAGUE INC.	61	100.00	Inv. dated 9/23/22 AC#15423	04/27/2023	C
Total For Check Number 98000						\$100.00			
98001	23-1415		11-000-262-621-BC-0640C- -	2592/N.J. NATURAL GAS CO.	61	5,886.72	3/14 - 4/12	04/27/2023	C
	23-1415		11-000-262-621-HS-0630 - -	2592/N.J. NATURAL GAS CO.	61	10,674.11	3/14-4/13; 3/14-4/13	04/27/2023	C
	23-1415		11-000-262-621-LR-0640C- -	2592/N.J. NATURAL GAS CO.	61	2,945.50	3/14 - 4/12	04/27/2023	C

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Check # PO #	Invoice Number	Account Number	Vendor No./ Vendor Name/Remit to Vendor	Batch	Check Amount Multi Remit To	Check Description or Check Name	Check Date	Check Type
UNPOSTED CHECKS								
98001 23-1415		11-000-262-621-WW-0640C- -	2592/N.J. NATURAL GAS CO.	61	4,058.32	3/14 - 4/12	04/27/2023	C
Total For Check Number 98001					\$23,564.65			
98002 23-0800		11-000-270-511-DW-0520A- -	8993/O'DOWD TRANSPORTATION	61	9,080.00	Apr'23	04/27/2023	C
Total For Check Number 98002					\$9,080.00			
98003 23-1319		11-000-263-610-DW- - -	7545/PIONEER MANUFACTURING COMPANY	61	2,562.42	#875967, #875685, #876254	04/27/2023	C
Total For Check Number 98003					\$2,562.42			
98004 23-1444		11-190-100-610-HS-0240A-U -	4892/PITNEY BOWES INC.	61	101.99	Inv. 1022821635	04/27/2023	C
Total For Check Number 98004					\$101.99			
98005 23-1438		11-000-261-610-DW-0730B- -	9343/QUINCY COMPRESSOR LLC	61	185.71	Inv. 1123041953	04/27/2023	C
Total For Check Number 98005					\$185.71			
98006 23-1434		11-000-261-420-DW-0750 - -	8888/ROBERT GRIGGS PLUMBING & HEATING LLC	61	1,613.44	Inv. 10342	04/27/2023	C
23-1433		11-000-261-420-DW-0750 - -	8888/ROBERT GRIGGS PLUMBING & HEATING LLC	61	2,400.00	Inv. 10349	04/27/2023	C
Total For Check Number 98006					\$4,013.44			
98007 23-1426		11-190-100-500-HS- - -	4727/SCANTRON CORPORATION	61	1,498.00	Invs. 2947, 3060	04/27/2023	C
Total For Check Number 98007					\$1,498.00			
98008 20-0478		11-000-213-610-WW-0420A- -	3169/SCHOOL HEALTH CORPORATION	61	786.55	#3820488-00, -01, -02	04/27/2023	C
23-0230		11-000-213-610-WW-0420A- -	3169/SCHOOL HEALTH CORPORATION	61	677.65	#4094437-00, -01, -02	04/27/2023	C
23-0867		11-402-100-610-HS-1020A-54-	3169/SCHOOL HEALTH CORPORATION	61	1,778.58	#4137005-00	04/27/2023	C
Total For Check Number 98008					\$3,242.78			
98009 23-0742		11-190-100-610-HS-0240A-F -	9253/SRS, INC.	61	332.63	(4) Receipts 2/27-3/27	04/27/2023	C
Total For Check Number 98009					\$332.63			
98010 23-1421		11-000-263-610-DW- - -	6165/SITEONE LANDSCAPE SUPPLY, LLC	61	1,684.55	Inv. 128593302-001	04/27/2023	C
Total For Check Number 98010					\$1,684.55			
98011 23-1238		11-000-219-610-CS-1101A- -	7945/STAPLES BUSINESS CREDIT	61	116.15	Order 7605236209	04/27/2023	C
Total For Check Number 98011					\$116.15			
98012 23-0622		11-000-230-339-AD-0120D- -	3872/SYSTEMS 3000, INC.	61	278.00	Inv. P230250933 1095C Upload	04/27/2023	C
Total For Check Number 98012					\$278.00			
98013 23-1419		11-000-223-580-CS-0250B- -	3320/TEACHER	61	157.50	Debbie Goldstein	04/27/2023	C
Total For Check Number 98013					\$157.50			

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Check #	PO #	Invoice Number	Account Number	Vendor No./ Vendor Name/Remit to Vendor	Batch	Check Amount	Check Description or Multi Remit To Check Name	Check Date	Check Type
UNPOSTED CHECKS									
98014	23-1443		11-000-240-580-HS-0130 - -	3320/TEACHER	61	400.27	Meredith Boyan	04/27/2023	C
Total For Check Number 98014						\$400.27			
98015	23-1429		11-190-100-500-TD-0720C- -	7754/UNITED BUSINESS SYSTEMS	61	11,655.00	#507415, #512267, #520402	04/27/2023	C
Total For Check Number 98015						\$11,655.00			
98016	23-0505		11-000-230-530-CS-0130U- -	4483/VERIZON WIRELESS	61	35.01	AC 882304441 Mar20-Apr 19	04/27/2023	C
Total For Check Number 98016						\$35.01			
98017	23-1410		11-000-218-610-HS-0250A-G -	9319/RUTLAND BEARD FLORIST OF BOONTON LLC	61	168.95	Ticket 02534166	04/27/2023	C
Total For Check Number 98017						\$168.95			
98018	23-0222		11-190-100-610-HS-0240A-C -	3591/WARD'S NATURAL SCIENCE	61	104.01	#8810305870, #8810458482	04/27/2023	C
Total For Check Number 98018						\$104.01			
Total Unposted Checks						\$963,543.93			

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Vendor No./
Vendor Name/Remit to Vendor

Fund Summary	Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
	10	10		\$1,020.00			\$1,020.00
	10	11	\$499,147.98				\$499,147.98
	10	12	\$300,264.39				\$300,264.39
	10	13	\$1,309.00				\$1,309.00
	Fund 10	TOTAL	\$800,721.37	\$1,020.00			\$801,741.37
	20	20	\$52,853.04				\$52,853.04
	60	60	\$108,949.52				\$108,949.52
	GRAND	TOTAL	\$962,523.93	\$1,020.00	\$0.00	\$0.00	\$963,543.93

* Total Prior Cycle Checks Voided in selected cycle(s): **\$0.00**
 Total Checks from selected cycle(s) voided in the selected cycle(s): **\$0.00**

Mountain Lakes Board of Education



Check Register By Check Number

for Batch 51 and Posted Checks : Current Cycle : March

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Check # PO #	Invoice Number	Account Number	Vendor No./ Vendor Name/Remit to Vendor	Batch	Check Amount Multi	Check Description or Remit To Check Name	Check Date	Check Type
POSTED CHECKS								
97880 23-1334		11-000-261-420-DW-0750 - -	5299/ABS ENVIRONMENTAL SVCS, LLC	51	525.00	Inv. 8428	03/31/2023	C
Total For Check Number 97880					\$525.00			
97881 23-1274		11-000-262-610-DW-0620C- -	1252/CAPITAL SUPPLY COMPANY	51	789.95	#799680,#799218,#799426	03/31/2023	C
Total For Check Number 97881					\$789.95			
97882 23-1333		11-000-261-610-DW-0730B- -	8920/DECKER INC. SCHOOL FIX	51	233.95	Inv. 527066A	03/31/2023	C
23-1313		11-000-263-610-DW- - -	8920/DECKER INC. SCHOOL FIX	51	81.35	Inv. 526619A	03/31/2023	C
Total For Check Number 97882					\$315.30			
97883 23-0755		11-000-262-621-HS-0630 - -	8741/DIXON BROTHERS INC.	51	363.09	Inv. 553745	03/31/2023	C
Total For Check Number 97883					\$363.09			
97884 23-1262		11-000-213-330-CS-0431A- -	2500/EDUC SVCS COMM. MORRIS CNTY *	51	790.00	Inv. 202301408	03/31/2023	C
Total For Check Number 97884					\$790.00			
97885 23-1290		11-000-263-610-DW- - -	1887/FOREST LUMBER & SUPPLY CO	51	547.91	Inv. 3340	03/31/2023	C
Total For Check Number 97885					\$547.91			
97886 23-0607		11-000-262-622-BC-0640B- -	2181/J C P & L	51	1,635.20	1/28 - 2/24	03/31/2023	C
23-0607		11-000-262-622-HS-0640B- -	2181/J C P & L	51	9,458.84	1/19-2/16; 1/28-2/24	03/31/2023	C
23-0607		11-000-262-622-LR-0640B- -	2181/J C P & L	51	79.80	1/24 - 2/21	03/31/2023	C
23-0607		11-000-262-622-WW-0640B- -	2181/J C P & L	51	6,944.44	1/28-2/24; 1/28-2/24	03/31/2023	C
Total For Check Number 97886					\$18,118.28			
97887 23-1389		11-000-263-610-DW- - -	8551/METRO SUPPLY & SERVICE	51	68.00	Inv. 0053181-00	03/31/2023	C
Total For Check Number 97887					\$68.00			
97888 23-0583		11-000-262-621-BC-0640C- -	2592/N.J. NATURAL GAS CO.	51	9,411.98	2-9-3/14	03/31/2023	C
23-0583		11-000-262-621-HS-0630 - -	2592/N.J. NATURAL GAS CO.	51	17,723.67	2/8-3/14; 2/8-3/14	03/31/2023	C
23-0583		11-000-262-621-LR-0640C- -	2592/N.J. NATURAL GAS CO.	51	4,443.03	2/9-3/14	03/31/2023	C
23-0583		11-000-262-621-WW-0640C- -	2592/N.J. NATURAL GAS CO.	51	8,484.94	2/8-3/14	03/31/2023	C
Total For Check Number 97888					\$40,063.62			
97889 23-1336		11-000-263-610-DW- - -	9335/NIELSEN FORD OF MORRISTOWN INC	51	571.36	Inv. 506930	03/31/2023	C
Total For Check Number 97889					\$571.36			
97890 23-0958		11-000-261-420-DW-0750 - -	7934/PDM GROUP	51	3,405.00	Inv. 10000209	03/31/2023	C
Total For Check Number 97890					\$3,405.00			
97891 23-1339		11-000-213-330-CS-0431A- -	8992/RICHARD KLEINMANN MD, LLC	51	5,350.00	SAMLI, BONRI, TKAPA, FRAET	03/31/2023	C
Total For Check Number 97891					\$5,350.00			
97892 Non A/P Chk		DB20-499- , CR20-101-	9111/SOUND START BABIES	51	30,135.61	March'23 EDI & Tuition Pmts	03/31/2023	C

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for Batch 51 and Posted Checks : Current Cycle : March

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Check #	PO #	Invoice Number	Account Number	Vendor No./ Vendor Name/Remit to Vendor	Ba- tch	Check Amount	Check Description or Multi Remit To Check Name	Check Date	Check Type
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POSTED CHECKS

97892

PROGRAM

Total For Check Number 97892

\$30,135.61

Total Posted Checks

\$101,043.12

Mountain Lakes Board of Education



Check Register By Check Number

for Batch 51 and Posted Checks : Current Cycle : March

va_chkr3.040423
03/01/2023

Vendor No./
Vendor Name/Remit to Vendor

Fund Summary	Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
	10	11	\$70,907.51				\$70,907.51
	20	20		\$30,135.61			\$30,135.61
	GRAND	TOTAL	\$70,907.51	\$30,135.61	\$0.00	\$0.00	\$101,043.12

* Total Prior Cycle Checks Voided in selected cycle(s): \$0.00
Total Checks from selected cycle(s) voided in the selected cycle(s): \$0.00

SCHOOL BUS EMERGENCY EVACUATION DRILL REPORT

School Bus emergency evacuation drills shall be conducted twice each school year according to the New Jersey Administrative Code (NJAC 6A:27-11.2).

Emergency evacuation drills and safety education

(a). School administrators shall organize and conduct emergency exit drills at least twice within the school year for all students who are transported to and from school.

1. All other students shall receive school bus evacuation instruction at least once within the school year.

(b). The school bus driver and bus aide shall participate in the emergency exit drills.

(c). Drills shall be conducted on school property and shall be supervised by the principal or person assigned to act in a supervisory capacity.

(d). Drills shall be documented in the minutes of the local board of education at the first board meeting following the completion of the emergency exit drill. The minutes shall include, but are not limited to, the following:

- 1. Date of the drill;
- 2. Time of day the drill was conducted;
- 3. School name;
- 4. Location of the drill;
- 5. Route number(s) included in the drill; and
- 6. Name of school principal, or person(s) assigned, who supervised the drill.

REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

Date of the school bus emergency evacuation drill: 4/26/2023

Time of day the drill was conducted: 8:25

School Name: Wildwood

Location of the Emergency Evacuation Drill: corner of Glen Rd & Kenilworth

Route Number(s): 3

Name of the school principal/person(s) overseeing the drill: Cil Benitez & Sean Falk

Other information relative to the emergency evacuation drill:

NO ISSUES

MAURICE RIVKIN

SCHOOL BUS EMERGENCY EVACUATION DRILL REPORT

School Bus emergency evacuation drills shall be conducted twice each school year according to the New Jersey Administrative Code (NJAC 6A:27-11.2). 10

Emergency evacuation drills and safety education

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1. Date of the drill;
2. Time of day the drill was conducted;
3. School name;
4. Location of the drill;
5. Route number(s) included in the drill; and
6. Name of school principal, or person(s) assigned, who supervised the drill.

REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

Date of the school bus emergency evacuation drill:

April 20, 2023

Time of day the drill was conducted:

7:30 am

School Name:

Mountain Lakes HS

Location of the Emergency Evacuation Drill:

High School Parking Lot

96 Powerville Road Mountain Lakes NJ 07046

Route Number(s):

1 + 2

Name of the school principal/person(s) overseeing the drill:

Lisa Cortese A.P. / Sergeant Gil Benitez SRO

Other information relative to the emergency evacuation drill:

Dana Bibeault, BS, MSOT, OTR/L

CONTACT INFORMATION

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CLINICAL EXPERIENCE

Bergen County Special Services School District 2022

Level II Fieldwork | 356 hours | Paramus, NJ

- Managed a full caseload of 60+ students at 7 different non-public schools in the Bergen County area along with one home-instruction case for a student diagnosed with cerebral palsy
- Responsible for screening, evaluating, intervention planning, discharge planning, and completing bi-yearly progress reports for all students
- Communicated with teachers and parents to discuss student progress as well as any concerns
- Provided 1:1 or group based services primarily with students in the first through fifth grade with diagnoses inclusive of but not limited to, autism spectrum disorder, ADHD, specific learning disabilities, communication impairments, behavioral disorders, delayed processing, cerebral palsy, and muscular dystrophy

St. Joseph's University Medical Center 2022

Level II Fieldwork | 493 hours | Paterson, NJ

- Responsible for screening, evaluating, intervention planning, discharge planning and completing daily treatment documentation for ~10 patients/day in the acute care setting
- Patient diagnoses/conditions included but are not limited to, stroke, traumatic brain injury, total hip arthroplasty, tibial plateau fracture, dementia, metabolic encephalopathy, spinal cord injury, multiple sclerosis, and Parkinson's disease, alongside pre-existing physical and psychosocial comorbidities such as hypertension, cardiopulmonary disorders, anxiety, depression, PTSD, etc.
- Discharge planning based on a patient's personal goals, physical capabilities, and insurance
- Educated patients/caregivers on adaptive equipment, energy conservation methods, and in-home environmental modifications to promote a safe discharge
- Collaborated with the interdisciplinary team to create client-centered plans of care (included co-treats)

EDUCATION

- Master of Science, Occupational Therapy**
Stockton University
Galloway, NJ
May 2022
GPA: 3.96
Program Distinction
- Bachelor of Science, Health Science**
Stockton University
Galloway, NJ
May 2020
GPA: 3.99, Summa Cum Laude
Minor in Disability Studies

CERTIFICATIONS

- National Board for Certification in Occupational Therapy (NBCOT)
(Certification No. 487772)
(Valid through 03/31/2027)
- New Jersey Division of Consumer Affairs – Occupational Therapist
(License No. 46TR01109400)
(Valid through 09/30/2023)
- School Occupational Therapist – NJ
(License No. 01684700)
- American Red Cross: Adult, Child and Baby First Aid/CPR/AED
(Valid through 08/07/2024)
- HOPE ONE Narcan Training
- Youth Mental Health First Aid
(Valid through 03/28/2025)
- Instructional Substitute Teacher
(Valid through 09/29/2027)

AFFILIATIONS

- American Occupational Therapy Association
- New Jersey Occupational Therapy Association

PEER REVIEWED PRESENTATIONS

- Kientz, M., Bibeault, D., Quigley, F., Mastrangelo, M.A., & Perks, J. (2022). Effects of COVID-19 on Get FIT: Exercise, Nutrition, & Social Participation Among Individuals With Intellectual or Developmental Disabilities. *American Occupational Therapy Association Annual Conference*, San Antonio, March 2022
- Kientz, M., Bibeault, D., Quigley, F., Mastrangelo, M.A., & Perks, J. (2022). Effects of COVID-19 on Get FIT: Exercise, Nutrition, & Social Participation Among Individuals With Intellectual or Developmental Disabilities. *New Jersey Occupational Therapy Association Annual Conference*, Virtual, October 2021

RELEVANT EXPERIENCE

Substitute Teacher 2022-Present

Netcong Elementary School & Lenape Valley Regional High School

- Worked with children in pre-K through 8th grade
- Taught and/or supervised students, distributed lesson plans, monitored classroom behavior, and provided academic support for all students

Graduate Assistant 2020-2022

Stockton University | Dr. Mary Kientz

- Get FIT: Partnered with the Arc of Atlantic County to provide weekly exercise and nutrition programming for individuals with intellectual and developmental disabilities (IDD)
- Student-instructor for the Fresh Foods Initiative, a partnership between the Family Resource Network, Rowan University, and Stockton University; lead cooking classes across group homes in Atlantic, Camden, and Gloucester County for adults living with IDD and group home staff
- Created educational resources for the Inclusive Healthy Communities Grant for staff training on the "Basics of Health, Exercise & Nutrition for Individuals with IDD"
- Developed an "Adaptive Kitchen Equipment" resource for individuals with intellectual, developmental, and physical disabilities to promote safety and independence with meal preparation
- Created exercise modules for individuals with IDD to encourage physical wellness in the home
- Featured in Stockton University's Master of Occupational Therapy promotional video

Resident Assistant 2018-2022

Stockton University | Office of Residential Life

- Student leader and community liaison between residential students and the Office of Residential Life
- Enhanced the personal development of students through academic, personal, social, and emotional growth on campus; promoted inclusion, established rapport among students of diverse backgrounds, facilitated conflict resolution, and encouraged community involvement

Co-hosted a Sit-Down Volleyball Tournament 2019

Stockton University | Disability Cultures & Advocacy

- Partnered with the Athletes with Disabilities Network Northeast Chapter and the Arc of Atlantic County to host a sit-down volleyball tournament to raise awareness of adaptive sports and promote inclusion between Stockton University students and the disabled community
- Eight teams and over 50 participants were provided with one hour of learning/skill development and three hours of competitive play

Summer Camp Counselor 2014-2019

Hopatcong Recreation Department

- Worked with children ages four to six years old; worked alongside third grade student diagnosed with autism spectrum disorder and first grade student diagnosed with oppositional defiant disorder
- Planned and executed a variety of camp activities that promoted teamwork, character development, inter/intra-personal growth, and safety/wellbeing throughout day-to-day activities and fieldtrips



PATRICK HIGGINS, JR.

EDUCATION PROFESSIONAL PROFESSIONAL SUMMARY

Experienced educator, leader, and learner. I focus on curriculum development, professional learning, and creating innovative programs for students and teachers. I'm interested in learning how to manage and integrate the disruptive nature of technology to help students, teachers, and leaders create a path forward.

CONTACT INFO

Email: orangehiggins@gmail.com
Website: chalkdust101.wordpress.com
Insta/Twitter: @phiggins
Address: P.O. Box 166, Stockholm, NJ 07480

CORE COMPETENCIES

- Instructional Design using Universal Design for Learning
- Instructional Leadership
- Course Development using authoring tools (Articulate, Adobe Captivate)
- Curriculum Development using Understanding by Design
- Staff Training and Development
- Project Management Tools (Asana, ClickUp, Slack)
- Engaging Presentation Design
- Change Management
- Educational Technology Innovation, Integration, and Management

RECENT WORK

- "[Stop Boiling the Frog](#)," NJPSA Fall Conference
- "[Surely, This Will Revolutionize Education](#)," NJECC Keynote 2022
- "[Happiness](#)," Ignite Session 2019
- "[They See You](#)," #140Edu @92nd Street Y

AWARDS

- [2015 ISTE Making IT Happen Award](#)
- [Bucciarelli Family Award, St. Peter's University](#)

EXPERIENCE

Assistant Superintendent for Curriculum, Instruction, and Professional Learning
Rockaway Township Public Schools

- Develop and monitor district initiatives and regulations related to student growth and achievement
- Assist and motivate all adult learners in achieving personal, professional, and district goals
- Regularly assess the state of the district's curriculum program, materials, and instructional technology

2019-PRESENT

Director of Curriculum and Professional Development
Sussex-Wantage Regional Schools

- Transform classrooms to fit the needs of learners through modern technology, content knowledge, data interpretation and usage, and cutting-edge pedagogy
- Plan and execute professional learning programs for staff
- Using both formative tools and diagnostic assessments, developed a Multi-Tiered System of Support.

2013-2019

Board Trustee, NJECC (New Jersey Educational Computing Cooperative)

- Serve as a Board Member on the largest educational technology professional organization in New Jersey. We provide professional learning opportunities to the Ed Tech community in New Jersey's public, private, and charter schools through our monthly meetings and our annual conference.

2011-PRESENT

EDUCATION

BACHELOR IN ANTHROPOLOGY
Syracuse University 1993-1997

MASTERS IN EDUCATION AND TEACHING
Saint Peter's University | 2001-2002

CERTIFICATES

NJ Standard Certificate: Teacher of Social Studies
NJ Supervisory Certificate
NJ Principal's Certificate



Mountain Lakes School District
96 Powerville Road, Suite 1
Mountain Lakes, NJ 07046

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Job Description

Position Title: Confidential Secretary for Benefits and Student Residency/Enrollment
Department: Central Office
Location: District Wide
Reports To: School Business Administrator

Summary:

The Confidential Secretary for Student Registration/Enrollment and Benefits is a member of the Central Office Team, which is integral to the operations of the school district.

Duties and Responsibilities:

Under the general supervision of the School Business Administrator, the Confidential Secretary for Benefits and Student Residency/Enrollment provides administrative support and assistance to our district's employees and facilitates the registration/enrollment of students. The Confidential Secretary for Benefits and Student Residency/Enrollment will provide organizational, clerical and secretarial assistance to their designated supervisor(s). The assistant shall apply and share required levels of knowledge and skill, exercise independent judgment, and initiate independent action in his/her fulfillment of his/her assigned duties and contribute to the overall effective and efficient operation of the district.

Benefits:

- Provide administrative support in the area of benefits for district employees, including information on each of the options available: multiple plans for medical benefits and COBRA and waivers/opt outs. Responsible for notifying staff of enrollment requirements as well as waiving benefits coverage.
- Process payment for monthly medical benefit invoices.
- Update health benefit entries in district personnel/payroll system.
- Access reports/update information on EPIC including: monthly reports, transmittal of deletions, year end reports and inquiries.
- Administer wellness program for district staff.
- Prepare calculations for annual health benefit contributions for budgeting purposes.
- Research and respond to all staff questions regarding benefits, including working with the insurance broker and insurance vendors to resolve issues and provide explanations for anomalies.
- Provide ongoing support for the human resources and payroll team.
- Conduct annual open enrollment for all eligible district staff.
- Consult with employees about eligibility and other pertinent issues, including coverage for a leave of absence.
- Ensure that the district's benefits policy is compliant with the federal, state and local laws and regulations.
- Provide administrative support to the business office on insurance matters.

Residency/Enrollment:

- Oversee transfer in/out process for all district students
- Communicate with parents and guardians to schedule and conduct registration appointments and verify residency documents
- Enter/update data accurately into the student information system.
- Assist with the management of the District's registration process and determining the residency status of students.
- Provide general support to help ensure and/or promote stability within the district as it relates to student registration and residency.

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Facilities:

- Oversee the district's facility use process.
- Respond to requests for use of district facilities, processes required paperwork and forms to facilitate rental including insurance documentation, agreement and payment for usage.
- Process all outside vendor facility requests district-wide via centralized platform.
- Invoice and collect all charges related to facility usage.
- Coordinate rentals of classrooms/fields with stakeholders.
- Process requests received from Recreation Department of Mountain Lakes Borough
- Schedule facility rentals.

Performs other related duties as assigned.

Work Environment:

Within a typical education setting, must be able to work within various degrees of noise, temperature and air quality consistent with industry standards. Job responsibilities may require both inside and outside assignments. Interruptions of work are routine. Flexibility and patience are required. Must be self-motivated and able to complete job assignments without direct supervision. Overtime work may be required. Must be able to work under stressful conditions, in a fast-paced, deadline oriented environment, while maintaining a positive, customer service approach to problem solving.

Physical Requirements:

Sitting, standing, lifting, and carrying (up to 25 pounds with assistance), reaching, climbing, squatting, stooping, crawling, kneeling, and moving light furniture may be required.

Equipment/Material handled:

Must know how to properly operate or be willing to learn to operate equipment required for successful performance of position.

Education and Experience:

- High School Diploma or GED required.
- Associate's or Bachelor's degree in related field preferred.
- 1 to 3 Years of prior experience in a school work environment, human resources or a similar role.
- Basic knowledge of Windows, Microsoft Applications, Google Applications.
- Genesis and Frontline Applications, preferred.
- Strong communication skills, both written and verbal.
- Ability to follow oral and/or written instructions.
- Ability to report work orally and/or in writing.
- Ability to work independently and as part of a team.
- Strong work ethic and dedication to assigned tasks.

Revised _____

Board Approval Date _____



Mountain Lakes School District
96 Powerville Road, Suite 1
Mountain Lakes, NJ 07046

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Job Description

Position Title: Custodian
Department: Facilities
Location: District Wide
Reports To: Educational Facilities Manager or designee

Summary: The Custodian maintains the school plant and general grounds in a condition that allows full educational use of the building and property at all times; while providing students, staff and public with a safe, attractive, clean, hygienic, and efficient place in which to teach, learn, work, play and interact.

Duties and Responsibilities:

- Keep buildings and premises, including exterior walls, walkways, and, to a limited extent, driveways, and play areas neat, clean, and safe at all times.
- Maintain boiler operation as prescribed, if individual possesses black seal or higher license.
- Carry out snow removal duties to include shoveling, plowing (hand and/or mechanical), and/or sanding walks, steps, and limited areas of driveways and parking areas, e.g., where school buses load and unload students, areas for handicapped persons or dangerous areas if necessary exclusive of use of heavy vehicle-mounted plows.
- Check the operation of all electrical, mechanical, and emergency devices within his/her assigned areas.
- Raise and lower flags as directed.
- Sweep, dust, mop, apply chemical stripping solutions, wax or vacuum/shampoo floors/carpets, etc. as appropriate for the flooring/floor covering materials.
- Clean and disinfect all toilets, shower rooms, locker rooms, etc., including fixtures, and be responsible that areas are supplied; and if not in working condition to report this at once.
- Clean glass doors, windows, and display stands/show cases, etc., with appropriate materials.
- Perform such limited yard-keeping chores as directed, e.g. graffiti removal, refuse cleanup, debris cleanup, sweeping, cleaning windows, etc.
- Use material-handling equipment and safety equipment to promote safe work habits.
- Clean walls, cabinets, bookcases, desks, tables, and other equipment in assigned areas with appropriate materials.
- Clean all chalk/marker boards with appropriate materials and perform minor maintenance such as dusting, cleaning, light bulb replacement, etc. to audio/visual equipment as required.
- Perform minor maintenance and minor repairs to buildings and to equipment as directed, e.g. replacement of covers, screws, assembly of prefabricated equipment, simple tool type operations.
- Perform care and maintenance of interior walls, ceilings, floors, structures, etc. to include preparation, painting, finishing, etc.
- Promptly report all items that require repair to the Custodial Supervisor and/or Principal.
- Maintain, via preventative maintenance, all motors and other mechanical equipment requiring scheduled servicing as assigned (such as oiling and greasing pumps, changing belts on equipment such as vacuums, changing filters, etc.)
- Report any damage to school property immediately to the Custodial Supervisor and/or Principal.
- Perform building security measures such as locking all doors and windows as well as arming/disarming the alarm system.
- Move/remove trash and recyclables, and move equipment, supplies, and furniture as required.

Duties and Responsibilities (Cont'd):

- Follow building procedures to comply with local fire/health/regulatory codes, e.g. fire, safety and evacuation, trash, recycling, sewerage, and building operation, etc.
- Change and clean light tubes and bulbs, covers, ceiling tiles, light diffusers, etc. as required. Keep tools and equipment assigned in safe and efficient order.
- Assist in emergency repairs during non-duty hours in accordance with negotiated agreement concerning voluntary overtime provisions.
- Clean cafeteria & kitchen areas to include food preparation and storage areas if assigned.
- Carry out such other duties within job responsibilities as may be directed by the Educational Facilities Manager or other appropriate administrator or as related to you by the Custodial Supervisor.

Work Environment: Must be able to work within various degrees of noise, temperature and air quality consistent with industry standards. Job responsibilities may require both inside and outside assignments. Interruptions of work are routine. Flexibility and patience are required. Must be self-motivated and able to complete job assignments without direct supervision. Occasional after-hour work may be required. Must be able to work under stressful conditions, in a fast-paced, deadline oriented environment, while maintaining a positive, customer service approach to problem solving.

Physical Requirements: Sitting, standing, lifting, and carrying (50 pounds with assistance), reaching, climbing, squatting, stooping, crawling, kneeling, and moving light furniture may be required.

Education and Experience:

- High School Diploma (highly desirable) or equivalent training.
- Prior experience as custodian or in building trades is highly desirable.
- Minimum experience as determined by the board.
- Ability to read, write, and communicate effectively.
- Black Seal (Low Pressure) license must be obtained within 18 months of date of hire.
- Willingness to work overtime/on weekends/shifts is highly desirable.
- Valid New Jersey driver's license.
- Good physical health and ability to perform assigned tasks.
- Such alternatives to the above qualifications as the Board may find appropriate and acceptable.
- All legal requirements necessary to work in a public school district in the State of New Jersey.

Terms of Employment:

- Twelve month work year.
- Salary as established by the Board of Education.
- Schedule: Rotating shift or as directed by the Educational Facilities Manager.
- FLSA: Non exempt.
- Performance of this job will be evaluated in accordance with provisions of the Board's policy on Evaluation of Professional Personnel.



Mountain Lakes School District
96 Powerville Road, Suite 1
Mountain Lakes, NJ 07046

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Job Description

Position Title: Custodial Night Supervisor
Department: Facilities
Location: District Wide
Reports To: Educational Facilities Manager or designee

Summary: The Custodial Night Supervisor assists the Educational Facilities Manager or designee in maintaining the physical school facilities and grounds in a condition of operating excellence, safety, cleanliness, neatness, and attractiveness so that full educational use is available at all times; and, to ensure that standards of cleanliness, safety sanitation, and security are met.

Duties and Responsibilities:

- Supervise, establish, and administer schedules and procedures for the regular, ongoing custodial care and maintenance of school and office facilities of the district.
- Assist in the recommendation of recruitment, employment, assignment, transfer, promotion, demotion, or dismissal of custodial/maintenance personnel.
- Evaluate each custodian's performance; maintain schedules of work and monitor the time records of all custodial employees in the school and certify them for overtime payments.
- Oversee all routine custodial and general repair work, maintaining a high standard of safety, cleanliness, and efficiency; and ensure that this enhances and does not interfere with instructional and/or co-curricular activities.
- Assist in the selection of custodial supplies and equipment used, and assures adequate inventories for custodial use.
- Establish and supervise summer cleaning programs and schedules.
- Supervise the firing of pressure boilers, and implement the firing operation in order to provide the necessary heat and hot water according to season, temperature, and need.
- Supervise the efficient receipt and storage of supplies and equipment until disbursed to other personnel/departments as directed.
- Inspect each building thoroughly, on a regular/periodic basis, and confer with the Educational Facilities Manager regarding the findings and file reports.
- Maintain a log of activities completed and/or requiring action.
- Work with the Educational Facilities Manager in establishing guidelines in making normal and /or emergency repairs.
- Orient new custodial employees to the building, as directed, to the operations and procedures used in that building.
- Check on building and grounds over weekends and time off as established by the Educational Facilities Manager.
- Supervise custodial personnel as assigned.
- Oversee the operation of HVAC systems by monitoring and making adjustments as needed to energy management systems.
- Perform any other duties as determined by Educational Facilities Manager or designee.

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Work Environment: Must be able to work within various degrees of noise, temperature and air quality consistent with industry standards. Job responsibilities may require both inside and outside assignments. Interruptions of work are routine. Flexibility and patience are required. Must be self-motivated and able to complete job assignments without direct supervision. Occasional after-hour work may be required. Must be able to work under stressful conditions, in a fast-paced, deadline oriented environment, while maintaining a positive, customer service approach to problem solving.

Physical Requirements: Sitting, standing, lifting, and carrying (50 lbs with assistance), reaching, climbing, squatting, stooping, crawling, kneeling, and moving furniture may be required.

Education and Experience:

- High School Diploma (highly desirable) or equivalent training.
- Prior experience as custodian or in building trades is highly desirable.
- Minimum experience as determined by the board.
- Ability to read, write, and communicate effectively.
- Black Seal (Low Pressure) license must be obtained within 18 months of date of hire.
- Willingness to work overtime/on weekends/shifts is highly desirable.
- Valid New Jersey driver's license.
- Good physical health and ability to perform assigned tasks.
- Such alternatives to the above qualifications as the Board may find appropriate and acceptable.
- All legal requirements necessary to work in a public school district in the State of New Jersey.

Terms of Employment:

- Twelve month work year.
- Salary as established by the Board of Education.
- Schedule: Rotating shift or as directed by the Educational Facilities Manager.
- FLSA: Non exempt.
- Performance of this job will be evaluated in accordance with provisions of the Board's policy on Evaluation of Professional Personnel.



Mountain Lakes School District
96 Powerville Road, Suite 1
Mountain Lakes, NJ 07046

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Job Description

Position Title: Director of Educational Facilities Management
Department: Facilities
Location: District Wide
Reports To: Business Administrator

Summary: The Director of Educational Facilities Management provides students and staff with a physical environment that is healthy, safe and efficiently operated and works in collaboration with the Director of Public Works and the Borough Manager.

Duties and Responsibilities: The Director of Educational Facilities Management supervises all custodial, maintenance and groundskeeping staff.

- Assumes responsibility for the comprehensive overall planning and scheduling of maintenance, and repair requirements of the district's schools, office facilities, and grounds.
- Plans and implements a program of required preventive maintenance for each school and reports these activities in an annual comprehensive maintenance plan.
- Establishes appropriate maintenance, groundskeeping, security, and custodial requirements for each school building and installation.
- Directs the maintenance of all buildings and grounds.
- Assumes responsibility for the implementation of the district's school integrated pest management policy as required by statute. Provides proper notification of pesticide applications, maintains required records, and responds to inquiries regarding the pest management program.
- Recruits, screens, recommends for hiring, assigns, and supervises all custodial, maintenance, and groundskeeping staff.
- Determines and establishes detailed specifications pertaining to supplies, materials, equipment, and local contract work.
- Recommends for purchase necessary equipment and supplies and maintains an inventory of them.
- Maintains schedules of work for each individual building and ensures that proper supplies are on hand in each building.
- Establishes and supervises summer cleaning programs and schedules.
- Establishes guidelines for the division of responsibility for minor in-school repairs and emergency repairs.
- Keeps abreast of new work methods, procedures, and equipment.
- Ensures that standards consistent with all applicable local, state, and federal laws are maintained.
- Inspects all school buildings, grounds and installations on a regular basis to determine that high standards of workmanship, cleanliness, safety and security are maintained.
- Organizes and implements an orientation program on proper operation and maintenance of school facilities for departmental personnel.
- Assumes responsibility for Right-to-Know data practices, procedures, and record-keeping under the direction of the school business administrator.
- Ensures proper maintenance and operation of department equipment, including motorized vehicles, tools and machinery.
- Inspects and maintains fire alarm systems and fire extinguishers on a regularly scheduled basis.
- Prepares and administers the budget for maintenance, grounds, security, and custodial supplies and equipment.
- Supervises and inspects the improvement and renovation work performed by outside contractors, and verifies that the terms of all such contracts have been fulfilled before authorizing final payments.
- Directs the preparation of playing fields, grounds, and other necessary facilities for athletics and other school activities.
- Confers with school principals, landscape architects, and other parties in making plans for landscaping, planning and maintenance of various school grounds.

Duties and Responsibilities (Cont'd):

- Maintains all records that are required by board policy, statute, or administrative code.
- Interprets and enforces board policies regarding school maintenance, safety, and security procedures.

Work Environment: Must be able to work within various degrees of noise, temperature, and air quality consistent with industry standards. Job responsibilities may require both inside and outside assignments. Interruptions of work are routine. Flexibility and patience are required. Must be self-motivated and able to complete job assignments without direct supervision. Occasional after-hour work may be required. Must be able to work under stressful conditions, in a fast-paced, deadline oriented environment, while maintaining a positive, customer service approach to problem solving.

Physical Requirements: Sitting, standing, lifting, and carrying (50 lbs with assistance), reaching, climbing, squatting, stooping, crawling, kneeling, and moving furniture may be required.

Education and Experience:

- Educational Facilities Manager Certificate and Fireman's Black Seal License.
- Minimum experience as determined by the board.
- Ability to supervise and coordinate the activities of department staff.
- Demonstrated knowledge of architecture, school construction, engineering, plant operation, maintenance and management, and school safety.
- Required criminal history background check and proof of U.S. citizenship or legal resident alien status.
- Such alternatives to the above qualifications as the Board may find appropriate and acceptable.
- All legal requirements necessary to work in a public school district in the State of New Jersey.

Terms of Employment: Salary and work year to be determined by the board.

Evaluation: Performance of this job will be evaluated annually in accordance with state law, administrative code and the provisions of the board's policy on evaluation of central management staff.

Revised _____

Board Approval Date _____



Mountain Lakes School District
96 Powerville Road, Suite 1
Mountain Lakes, NJ 07046

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Job Description

Position Title: Grounds Keeper
Department: Facilities
Location: District Wide
Reports To: Educational Facilities Manager or designee

Summary: The Grounds Keeper maintains school grounds providing a clean, safe, healthy, and comfortable school/office environment.

Duties and Responsibilities:

- Operates powered equipment such as pickup trucks, dump trucks, bucket trucks, mowers, tractors, snow blowers, chain saws, electric clippers, snow plows, sod cutters and pruning saws.
- Mows and edges lawns, using power mowers and edgers.
- Removes snow and ice and applies salt and calcium as appropriate to walks, driveways, parking areas and steps.
- Empties outdoor trash and recycling receptacles on a scheduled basis.
- Removes all leaves and debris from school property.
- Cares for established lawns by mulching, aerating, weeding and removing thatch, trimming and edging around flower beds, walks and walls.
- Uses hand tools such as shovels, rakes, pruning saws, saws, hedge and brush trimmers, and axes.
- Prunes/trims trees, shrubs and hedges, using shears, pruners, or chain saws.
- Maintains and repairs tools, equipment, and structures such as buildings, sheds, fences and benches, using hand and power tools.
- Provides proper upkeep of sidewalks, driveways, parking lots, and other ground features.
- Cares for and upkeep of all school and athletic fields.
- Supports the maintenance department with general maintenance tasks during the non-grass cutting portion of the calendar year.
- Prepares fields and venues for sports competitions including lining.
- Responds to tasks, both scheduled and spontaneous as required in the daily activities of the school district.
- Collaborates with the team in cross training to maintain continuity of operations.
- Attends routine professional development.
- Performs various tasks and assignments as required by the Superintendent or designee.

Work Environment: Must be able to work within various degrees of noise, temperature and air quality consistent with industry standards. Job responsibilities may require both inside and outside assignments. Interruptions of work are routine. Flexibility and patience are required. Must be self-motivated and able to complete job assignments without direct supervision. Occasional after-hour work may be required. Must be able to work under stressful conditions, in a fast-paced, deadline oriented environment, while maintaining a positive, customer service approach to problem solving.

Physical Requirements: Sitting, standing, lifting, and carrying (50 pounds with assistance), reaching, climbing, squatting, stooping, crawling, kneeling, and moving light furniture may be required.

Education and Experience:

- High school diploma (highly desirable) or equivalent training.
- Prior experience as Grounds Keeper or in landscape trades is highly desirable.
- Minimum experience as determined by the board.
- Ability to read, write, and communicate effectively.
- Willingness to work overtime/on weekends/shifts is highly desirable.
- Valid New Jersey driver's license.
- Good physical health and ability to perform assigned tasks.
- Integrated Pest Management (IPM) Coordinator and Category 13 certification preferred.
- Such alternatives to the above qualifications as the Board may find appropriate and acceptable.
- All legal requirements necessary to work in a public school district in the State of New Jersey.

Terms of Employment:

- Twelve month work year.
- Salary as established by the Board of Education.
- Schedule to be determined by the Board of Education.
- FLSA: Non-exempt.
- Performance of this job will be evaluated in accordance with provisions of the board's policy on evaluation of non-certified staff.



Mountain Lakes School District
96 Powerville Road, Suite 1
Mountain Lakes, NJ 07046

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Job Description

Position Title: IT Technician
Department: Information Technology
Location: District Wide
Reports To: Director of Information Technology

Summary:

The IT Technician is a member of the technology department, which plays a critical role in ensuring that the district's technology infrastructure is secure, reliable, and up-to-date, and that users can work efficiently and effectively with the district's technology resources.

Duties and Responsibilities:

Under the general supervision of the Director of Information Technology, the IT Technician is responsible for maintaining and managing the computer systems and network infrastructure of the district.

- Installs, configures, and maintains hardware and software systems: setting up and maintaining servers, workstations, printers, projectors, databases, and other peripherals, installing operating systems, and software applications used by the district.
- Monitors system performance and ensures high availability: responsible for monitoring the performance of computer systems, databases, and network infrastructure, ensuring that they are always available and functioning properly. Identifies and resolves issues quickly to minimize downtime and ensure that the district's operations are not disrupted.
- Manages system security: Responsible for implementing and maintaining security measures such as firewalls, anti-virus software, and content filters to protect the district's systems and users from unauthorized access and attacks.
- Troubleshoots and resolves system and network issues: Diagnoses and resolves system and network issues to minimize downtime and ensure that the district's operations are not disrupted.
- Provides technical support: Responsible for providing technical support to district staff/students including answering questions, resolving issues, and providing guidance on system use.
- Maintains system documentation: Responsible for creating and maintaining documentation of system configurations, procedures, and other important information.
- Supports IT Director in planning and implementing system updates: Responsible for planning and implementing system upgrades to ensure that the district's technology is up-to-date and meets district needs. May include upgrading hardware and software, as well as implementing new technologies such as learning management systems or student information systems.
- Monitors and documents issues reported to the district technology Help Desk system, seeing problems through from report to resolution.
- Leads in the maintenance of district technology services including end user access to Email, Google Workspace, Office 365, SIS, Active Directory, and other software.
- Leads in the maintenance of the district technology networks including network cabling, routers, switches, access points, and other network devices.
- Assists in the maintenance of A/V systems including projectors, digital displays, presentation controllers, video switchers, audio systems, wired/wireless microphones, projection screens, etc.
- Accurately maintains, documents and tracks inventory of district technology assets.
- Serves as an escalation point, reporting network or technology issues to the Director of Information Technology.
- Performs other related duties as assigned.

Work Environment:

Must be able to work within various degrees of noise, temperature and air quality consistent with industry standards. Job responsibilities may require both inside and outside assignments. Interruptions of work are routine. Flexibility and patience are required. Must be self-motivated and able to complete job assignments without direct supervision. Overtime work may be required. Must be able to work under stressful conditions, in a fast-paced, deadline oriented environment, while maintaining a positive, customer service approach to problem solving.

Physical Requirements:

Sitting, standing, lifting, and carrying (up to 50 pounds with assistance), reaching, climbing, squatting, stooping, crawling, kneeling, and moving light furniture may be required.

Equipment/Material handled:

Must know how to properly operate or be willing to learn to operate all multimedia equipment.

Education and Experience:

- Associate's degree in Computer Science or related experience.
- Bachelor's degree in Computer Science or related experience, preferred.
- Certifications in one or more of the following: MCSA, CCNA, Security+, Google Admin, preferred.
- 5 to 8 Years of prior experience in technical support or a similar role.
- Extensive knowledge of Windows and other operating systems, hardware and software troubleshooting, and network configuration.
- Extensive experience in working with Active Directory and G-Suite Environments.
- Extensive knowledge of E-Mail, Internet, WAN/LAN, and other computer network programs and operations.
- Ability to inspect, assess, troubleshoot, and repair computer network systems, hardware, and software.
- Experience in implementing data management systems networks, operating systems, and software.
- A high degree of professionalism regarding safeguarding sensitive data.
- Strong communication skills, both written and verbal.
- Ability to follow oral and/or written instructions.
- Ability to report work orally and/or in writing.
- Ability to work independently and as part of a team.
- Strong analytical, problem-solving, and creative-thinking skills with respect to computer-related issues.
- Ability to effectively educate stakeholders in the use of technology.
- Strong work ethic and dedication to assigned tasks.

Revised _____
Board Approval Date _____



Mountain Lakes School District
96 Powerville Road, Suite 1
Mountain Lakes, NJ 07046

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Job Description

Position Title: Junior IT Technician
Department: Information Technology
Location: District Wide
Reports To: Director of Information Technology

Summary:

The Junior IT Technician is a member of the technology department, which is integral to the operations of the school district.

Duties and Responsibilities:

Under the general supervision of the Director of Information Technology, the Junior IT Technician provides technical support and assistance to our district's employees. The Junior IT Technician helps maintain the school district's computer and technology equipment in operating condition. The Junior IT Technician will be responsible for installing and maintaining computer hardware and software, troubleshooting technical issues, and ensuring the district's technology is running efficiently.

- Assembles, installs, maintains, and configures district computer hardware and software including desktops, laptops, Chromebooks, smart screens, projectors, printers, copiers, and other district technology equipment.
- Diagnoses and repairs computer hardware, operating system, software, and connectivity issues on district technology devices.
- Monitors and documents issues reported to the district technology Help Desk system, seeing problems from report to resolution.
- Accurately maintains, documents, and tracks inventory of district technology assets.
- Provides technical support to staff and students throughout the district.
- Assists in the maintenance of district technology services including end user access to Email, Google Workspace, SIS, Active Directory, and other software/platforms.
- Assists in the maintenance of the district technology networks including network cabling, routers, switches, access points, and other network devices.
- Leads in the maintenance of A/V systems including projectors, digital displays, presentation controllers, audio systems, wired/wireless microphones, projection screens, etc.
- Provides A/V coaching and support for presentations and events.
- Assists in the creation of documentation and tutorials focused on classroom, office, and school-wide technology initiatives.
- Serves as an escalation point, reporting network or technology issues to the IT Technician and/or Director of Information Technology.
- Performs other related duties as assigned.

Work Environment:

Must be able to work within various degrees of noise, temperature and air quality consistent with industry standards. Job responsibilities may require both inside and outside assignments. Interruptions of work are routine. Flexibility and patience are required. Must be self-motivated and able to complete job assignments without direct supervision. Overtime work may be required. Must be able to work under stressful conditions, in a fast-paced, deadline oriented environment, while maintaining a positive, customer service approach to problem solving.

Physical Requirements:

Sitting, standing, lifting, and carrying (up to 50 pounds with assistance), reaching, climbing, squatting, stooping, crawling, kneeling, and moving light furniture may be required.

Equipment/Material handled:

Must know how to properly operate or be willing to learn to operate all multimedia equipment.

Education and Experience:

- High School Diploma or GED required.
- Associate's degree in Computer Science or related experience preferred.
- 1 to 3 Years of prior experience in technical support or a similar role.
- Certifications in one or more of the following: MTA, CCENT, CompTIA A+; Preferred.
- Basic knowledge of Windows and other operating systems, hardware and software troubleshooting, and network configuration.
- Ability to inspect, assess, troubleshoot, and repair computer network systems, hardware, and software.
- Basic knowledge of E-Mail, Internet, WAN/LAN, and other computer network programs and operations.
- Strong communication skills, both written and verbal.
- Ability to follow oral and/or written instructions.
- Ability to report work orally and/or in writing.
- Ability to work independently and as part of a team.
- Strong work ethic and dedication to assigned tasks.



Mountain Lakes School District
96 Powerville Road, Suite 1
Mountain Lakes, NJ 07046

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Job Description

Position Title: Maintenance Worker
Department: Facilities
Location: District Wide
Reports To: Educational Facilities Manager or designee

Summary: The Maintenance Worker provides a safe, clean, and comfortable school environment.

Duties and Responsibilities:

- Have experience in electrical repair and installation.
- Have experience in plumbing repair and installation.
- Have experience in woodworking and/or construction.
- Be familiar with heat plant operations and controls.
- Be able to read blueprints and design drawings.
- Have the ability to troubleshoot plant systems.
- Be able to interpret schematic drawings and determine required repair parts.
- Be able to operate snow removal equipment as well as grounds maintenance equipment.
- Be able to prepare sport fields and venues for competition.
- Be able to perform the strenuous activities required of maintenance work.
- Have or be willing to obtain a Black Seal Boiler Operator's License.
- Be able to perform cleaning and repair activities as required for a safe and healthy environment.
- Be able to respond to the tasks, both scheduled and spontaneous as required in the daily activities of the school district.
- Perform various tasks and assignments as required by the school administration.

Work Environment: Must be able to work within various degrees of noise, temperature and air quality consistent with industry standards. Job responsibilities may require both inside and outside assignments. Interruptions of work are routine. Flexibility and patience are required. Must be self-motivated and able to complete job assignments without direct supervision. Occasional after-hour work may be required. Must be able to work under stressful conditions, in a fast-paced, deadline oriented environment, while maintaining a positive, customer service approach to problem solving.

Physical Requirements: Sitting, standing, lifting, and carrying (up to 50 pounds with assistance), reaching, climbing, squatting, stooping, crawling, kneeling, and moving light furniture may be required.

Education and Experience:

- High school diploma (highly desirable) or equivalent training.
- Knowledge of plant operation and maintenance; cleaning ventilation; proper handling of hazardous materials.
- Minimum experience as determined by the board.
- Ability to read, write, and communicate effectively.
- Willingness to work overtime/on weekends/shifts is highly desirable.
- Valid New Jersey driver's license.
- Good physical health and ability to perform assigned tasks.
- Integrated Pest Management (IPM) Coordinator and Category 13 certification preferred.
- Such alternatives to the above qualifications as the Board may find appropriate and acceptable.
- All legal requirements necessary to work in a public school district in the State of New Jersey.

Revised _____
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Terms of Employment:

- Twelve month work year.
- Salary as established by the Board of Education.
- Schedule to be determined by the Board of Education.
- FLSA: Non-exempt.
- Performance of this job will be evaluated in accordance with provisions of the board's policy on evaluation of non-certified staff.



Mountain Lakes School District
96 Powerville Road, Suite 1
Mountain Lakes, NJ 07046

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Job Description

Position Title: Supervisor of Buildings & Grounds
Department: Facilities
Location: District Wide
Reports To: Educational Facilities Manager

Summary: The Supervisor of Buildings & Grounds provides leadership and expertise to plan, organize, control, and follow up a signed task within a district in an effort to maintain the facilities at a clean and safe operating level of excellence.

Duties and Responsibilities:

- Supervise, train, and evaluate the custodial staff assigned to a particular building and shifts with regard to custodial tasks to include but not limited to safety, general building cleaning, work assignments, summer cleaning, snow removal, operation and maintenance of job related equipment, and proper use of supplies and chemicals.
- Monitor the general operation of the assigned buildings to include but not limited to building opening and closing, fire and vandal alarm operations, repair work, boiler room and HVAC control operations, custodial time sheets, overtime, building maintenance and security, natural gas meters, trash and recycling, receipt, storage and ordering of supplies and equipment, and after school activities in accordance with the directives of the Building Administrators.
- Provide orientation to new employees to include but not limited to building orientation, fire and vandal alarm procedures, work areas and procedures, safety, and supply and equipment usage.
- With the approval of the Educational Facilities Manager, call meetings of custodial staff when deemed necessary for purposes of training or morale.
- Assist in the preparation of the custodial budget.
- Maintain rapport and harmonious relationships with colleagues, school staff and students to achieve a positive school spirit and atmosphere.
- Attend relevant workshops and conferences in order to remain current and knowledgeable as time and resources may permit and with prior approval.
- Evaluate work performance of custodial staff on a regular basis, prepare and submit the written evaluation reports as directed, and prepare and submit any Warning Notices as needed.
- Report any serious or persistent violation by the custodial staff of administrative regulations or school board policy to include alcoholic use, theft, unruly behavior, insubordination, and neglect of duties.
- Respond to emergencies or necessary clean up and other duties anywhere inside or outside the building whether school is in session or not in session.
- File the necessary paperwork required for building maintenance.
- Schedule overtime as needed. Follow up all requests until work is completed.
- Cooperate with outside contractors who have legitimate business in the particular building. Report any irregularities to Educational Facilities Manager or his/her designee.
- Oversee the monitoring tools used in conjunction with the boiler rooms. Maintain all boiler and mechanical rooms in a safe and clean condition at all times.
- Check on assigned buildings and grounds not less than once over regular weekends, not less than once over a multi-day, mid-week holiday and not less than twice over an extended holiday period and in conjunction with building occupancy and operations.
- Check, on a scheduled basis, all lavatories, kitchen, hallways, etc. for cleanliness.

Duties and Responsibilities (cont'd):

- Maintain an inventory of supplies, equipment and tools and requisition replacements and recommend purchases.
- Supervise custodial personnel as assigned.
- Perform various tasks and assignments as required by the Superintendent or designee.

Work Environment: Must be able to work within various degrees of noise, temperature and air quality consistent with industry standards. Job responsibilities may require both inside and outside assignments. Interruptions of work are routine. Flexibility and patience are required. Must be self-motivated and able to complete job assignments without direct supervision. Occasional after-hour work may be required. Must be able to work under stressful conditions, in a fast-paced, deadline oriented environment, while maintaining a positive, customer service approach to problem solving.

Physical Requirements: Sitting, standing, lifting, and carrying (50 pounds with assistance), reaching, climbing, squatting, stooping, crawling, kneeling, and moving light furniture may be required.

Education and Experience:

- High School Diploma required.
- CEFM Certificate preferred.
- New Jersey Black Seal Boiler Operator's license required.
- Experience in cleaning methods and procedures; plant operation and maintenance; security. procedures; repairs; some heating and ventilation and air conditioning desirable.
- Supervisory experience is highly desirable.
- Willingness to work overtime/on weekends/shifts is highly desirable.
- Such alternatives to the above qualifications as the Board may find appropriate and acceptable.
- All legal requirements necessary to work in a public school district in the State of New Jersey.

Terms of Employment:

- Twelve month work year.
- Salary as established by the Board of Education.
- Schedule: Rotating shift or as directed by the Educational Facilities Manager.
- FLSA: Non exempt.
- Performance of this job will be evaluated in accordance with provisions of the Board's policy on Evaluation of Professional Personnel.

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