# MINUTES OF THE PUBLIC BOARD MEETING HELD MONDAY, FEBRUARY 2, 2009 141 PARK STREET, MONTCLAIR, NEW JERSEY

#### A. STATEMENTS

Let the minutes reflect that adequate notice of this meeting has been approved in the following manner:

- 1. On October 17, 2008 notice of this meeting was faxed to the Montclair Times, the Herald and News and the Star-Ledger. The time, date and location of this meeting were accurately set forth therein.
- On this same date a copy of said notice was filed with the Township Clerk and was posted at the public bulletin board in the first floor main hall of the Board of Education building,, 22 Valley Road.
- 3. Copies have also been mailed to all persons who have requested same at no cost.

# B. RESOLUTION FOR EXECUTIVE SESSION

At 6:32 p.m. Mr. Barr moved the following resolution:

WHEREAS, pursuant to N.J.S.A. 10:4-12 (b), the Montclair Board of Education may exclude the public from that portion of a public meeting at which the Board discusses any of the matters described at N.J.S.A. 10:4-12 (b) (1) - (9);

NOW, THEREFORE, BE IT RESOLVED that the Montclair Board of Education shall forthwith enter into closed session to discuss the following matters concerning: personnel report and legal matters.

BE IT FURTHER RESOLVED that said discussion maybe disclosed to the public when the reasons for discussing and acting upon it in closed session no longer exist.

Seconded by Mr. Kautz and approved by a vote of 7-0.

## C. EXECUTIVE SESSION

## D. RETURN TO OPEN SESSION

Mr. Kautz moved that the Board shall return from executive session; seconded by Mr. Riddick and approved by a vote of 7-0.

The Board returned to open session at 7:40 p.m.

E. The Pledge of Allegiance occurred at 7:42 p.m.

#### F. ROLL CALL

	PRESENT	ABSENT
Timothy Barr	X	
John Carlton	X	
Shirley Grill	X	
Robert Kautz	X	
Shelly Lombard	X	
Ronald Riddick	X	
Carmen Taylor	X	
Staff Members	10	
Members of the Public	75	
Members of the Press	1	

## G. MINUTES

Mr. Riddick moved to approve the minutes of the Public Board Meeting held Monday, January 12, 2009; seconded by Mrs. Lombard and approved by a vote of 6-0 and 1 abstention.

### H. SUPERINTENDENT'S REPORT

Dr. Alvarez commented on the following:

- 1. The district is celebrating African American History month in February and this celebration is taken seriously each year. All schools are conducting programs as part of this celebration. He encouraged all to visit the website for more information on the programs in the schools.
- 2. He informed the Board that school tours have begun.
- 3. The PTA has put together an incredible video about the history of the Montclair Magnet system. He added that the notion was to capture the history of the schools, why there is a continued need for the magnet system, the importance of having that system, and to serve as a model to other districts across the country.
- 4. He reported information regarding the Montclair High School's principal search. He stated that the Board is extremely satisfied with the work of Dr. Judith Weiss at the high school. He said it was his goal that she may be with the district for another year. Unfortunately, she has taken ill and has been out for a number of days. Within the next two weeks there will be discussions as to whether or not

she will be able to continue into the 2009-2010 school year. If so, that will be the plan for the high school, but if not there is still ample time to do a job search due to this being a heightened time of season when those in this profession begin to looking to transferring to a larger district. He indicated that a number of people will participate in this process. A parent and staff committee will be put together as was done in the past. The district will solicit comments and recommendations from the community and will proceed with the search this spring. He added that he would write a letter to the Montclair High School parents once he and Dr. Weiss had the opportunity to speak. He concluded that once the decision has been made, the Board will be informed as to whether plan "A" or plan "B" is the option.

#### 1. MHS-Student Coalition

Ruthie Hertzberg President of the MHS-Student Coalition presented the following information:

- A number of events celebrating African American History month begins with the National African American Read-In where most of the English classes will take part in the study of African American poets in literature.
- At the basketball games a presentation will be made at half-time recognizing African American community members who have supporting the athletic programs throughout the years.
- On February 25<sup>th</sup> the MHS-Student Coalition is hosting an African American Achievement reception where members will be presenting awards to individuals who have inspired academic standards at the high school.
- On February 26<sup>th</sup> the CGI Department of Special Programs will be hosting their 3<sup>rd</sup> Annual African American Achievement dinner where CGI students honor MHS staff members who have contributed leadership and service to the community.

# 2. Minority Student Achievement Programs (See attached presentation)

Dr. Alvarez stated that minority student achievement is an area that the Board has been focused on for a considerable amount of time. He stated that the district does a lot for minority student achievement through the special education department, math coaches, and reading specialists. He introduced Mrs. Trigg-Scales to present more information about the program.

Mrs. Trigg-Scales gave a brief overview of all of the information and introduced the minority achievement programs that are working for Montclair Public School District such as STARS, NJASK 7/8 Prep, MHS Guidance, AVID, Bridge Scholars, and community partnership programs such as IMANI, Sister-to-Sister, Project Oasis, and Brother-to-Brother.

Sylvia Bryant presented information regarding Summer STARS "Adventures In Learning", NJASK and the Prep7/8 Grade (GEPA).

Nedra Clark presented information about how academic achievement – GPA, and course selection affects college attendance for students entering Montclair High School.

Bette Bland presented information about the AVID program in which students on grade level are giving extra assistance for achievement.

Joyce Hobbs presented information about the Bridge Scholars program where the goal has been to prepare students to achieve optimum success in high school and to develop a plan to enter college and/or post secondary institutions.

Joanne McCullough presented information about the IMANI program where the mission has been to reduce minority students' isolation and increase the number of students in higher level courses.

Jamie Wasserman and Karma Cloud presented information about the Sister-to-Sister program at the high school and middle school levels where relationships are built between girls and caring adults in their community and opportunities are provided to explore issues that are traditionally difficult outside their peer group.

Gail Dunn and Dorman Blaine presented information about the Project Oasis program which is a tutorial and homework assistance program for at-risk students. The program runs after school from November to May at various locations in Montclair.

# The Board took a five minute recess to prepare for the budget presentation.

3. Discussion of the 2009-2010 Preliminary Budget (See attached presentation)

Dr. Alvarez stated that the budget process began earlier this year with discussions with administrators over the summer. He stated that much of the achievements that have been made in the district are a result of some of the programs that have been put in place. This year all schools are meeting the challenge of AYP, the academic achieving gap is closing between minority and non-minority youngsters, and the percentage of middle school students who scored *Advanced Proficient* increased by 13 percentage points over the last two years. He indicated that this year the district had the highest number of students score *Proficient* than it has ever had. He noted that during this budget process it is priority to keep the achievement moving.

Dr. Alvarez emphasized that maintaining and preserving integrated magnet schools is essential to the district along with the commitment to improve academic achievement for all students and to provide targeted programs for reducing the minority achievement gap. Noting the challenging economic time facing the nation, the district is very sensitive to the needs of the public and wants to maintain a high level of programming and performance while finding a balance. He stated that the district is trying to maintain class size and provide a safe and secure learning environment for all students.

Dr. Alvarez acknowledged that this is a particularly difficult budget year due to the economic recession. He indicated that there are tax appeals which may result in a lower tax base for the 2009 year. There are new state regulations that are in place, one of which is the CAP on tax levy increase. The CAP can be exceeded with a separate proposal which has been done in the past and if necessary it may be an option. The State is also limiting waivers on the CAP, which are now only for limited expenditures.

Dr. Alvarez introduced Mrs. Dana Sullivan to present further information about the budget.

Mrs. Sullivan stated that education is a very labor-intensive industry, therefore, 83%-a very large portion of the district's budget goes toward salary and benefits and 10% goes toward fixed costs such as out-of-district tuition, insurance costs, contracted transportation, and telephone costs. The other areas of the budget which are very small are targeted for supplies and materials at 4%; cleaning, repair, maintenance and rentals at 2% - thankfully the district has had a capital budget that gets approved every year that is used to maintain the buildings, and 1% of the budget is for consultants, legal counsel and professional services that are purchased.

She added that there are slightly more than 1,100 employees in the district. 53% of those employees are teachers, which accounts for 40.7 million in salary costs. Another 23% of staff is regular instructional aides, personal aides, and special education classroom aides in the district and that accounts for \$6.6 million of salary cost. 10% of the budget is for school support directly for students consisting of guidance, nurses, and child study team members in the buildings and that totals \$9.1 million. Building administration accounts for 6% of staff, including principals, assistant principals and secretarial help at the building level which is about \$4.6 million. Buildings and grounds and central office are both about 4% of total staff and central office staff cost about \$3.6 and buildings and grounds staff cost is \$2.7.

Mrs. Sullivan stated that the State of New Jersey Department of Education calculates a comparable cost per pupil for each district. The most recent data is based on 2006-2007 audited numbers. The total cost per pupil in Montclair is about \$13,174 on the 2006-2007 budget. The state average for K-12 districts with over 3,500 pupils is \$12, 272, Montclair cost per pupil exceeds the state average because salaries in northern New Jersey are higher than southern New Jersey. As compared to other similar districts the average is \$13, 379 which is slightly more than Montclair spends per pupil.

She continued that although the district spends more than the state cost per pupil, the district spends significantly more than the state in instruction and classroom support. In the administration, the district spends less than the state average, less in plant costs, and slightly more in extra-curricular activities.

Mrs. Sullivan stated that on the first draft of the budget, there is a \$5.1 million increase from the 2008-2009 budget to the 2009-2010 budget. \$2.7 million of that are salary increases, another \$160,000 for new staff, \$844,000 for out-of-district tuition, \$374,000 for transportation and utilities, \$820,000 in health and other insurance costs, and \$159,000 increase in all other areas of the budget.

Mrs. Sullivan noted that these figures are preliminary estimates of the budget but that more detailed information will be provided at the next meeting. She estimated the calculations of the tax levy at CAP to be \$96.4 million, the current budget including all existing programs and new staff members is approximately \$98.4 million which means the district is now \$2.12 million over CAP at this point.

Dr. Alvarez stated that the district has had several external reviews of its operations including QSAC (Quality Single Accountability Continuum), the Executive County Superintendent review of budget efficiencies, Special Education Self-Assessment, Tri-State Consortium, District Management Council, Kirwan Institute, and Boggs Center at Rutgers.

Dr. Alvarez indicated that Senior Staff and Principals will review all areas of budget for possible reductions. He mentioned that he is participating on s county-wide efficiency committee with the

County Superintendent to see if anything can be done in terms of forging consortium-type activities throughout the county. He stated that he plans to have a recommendation at the February 23<sup>rd</sup> meeting for reductions to the existing budget. He concluded that as these budgets become more complicated and more complex, the district will be viewing this as a multi-year process to deal with similar issues from year to year.

Mrs. Sullivan briefly previewed the calendar of the upcoming dates for the budget meetings.

## I. BOARD OF EDUCATION REPORTS

*Mr. Carlton* stated that the Board of School Estimate members will continue to meet to make this budget process run smoothly. He thanked Mr. Barr and Mrs. Lombard for working on the budget presentation.

# J. COMMENTS FROM THE PUBLIC – AGENDA ITEMS

Joanne Aidala acknowledged some of the programs involving the Health and Wellness programs.

## K. GENERAL RESOLUTIONS

Mr. Carlton moved to approve the following resolutions:

a. Resolution re: Approval of School Field Trips

WHEREAS, The New Jersey Department of Education Accountability Regulations require approval of all school related field trips by the Board of Education and,

WHEREAS, the field trip must be directly related to instruction and classwork.

NOW, THEREFORE, BE IT RESOLVED that the following field trips are approved:

SCHOOL FIELD TRIPS						
SCHOOL	DATE	GRD	TEACHER	DESTINATION	COST	PURPOSE
Hillside	6-16-09	3/4/5	Siebert	NJ Marine Science consortium, Ft. Hancock NJ	\$17.00	Marsh and ocean environments
Mt. Hebron	4-14-09	7	Hillman	Buehler Challenger & Science Ctr. Paramus NJ	\$25.00	As part of our Space Science Study students will learn more about space exploration and Nasa Projects
Renaissance	2-13-09	7	Khan/Smith	Schomburg Ctr for Reseach in Black Culture NY,NY	none	Black/American history month studies, students will experience a guided tour of the center.

	SCHOOL FIELD TRIPS					
SCHOOL	DATE	GRD	TEACHER	DESTINATION	COST	PURPOSE
Renaissance	2-20-09	7	Garzon/Tho	Schomburg Ctr for Reseach in Black Culture NY,NY		Black/American history month studies, students will experience a guided tour of the center.
Renaissance	3-20-09	7	Garzon	Pax Amicus Theater, Budd Lake, NJ	\$16.00	Romeo and Juliet viewing & discussion about drama
Glenfield	2-6-09	6	Wolfson	NBC Studios, NY,NY	None	Read Your Way
Glenfield	3-17-09	6/7/8	Maloy	Middlesex, NJ	\$25.00	Participation in State final competition
Glenfield	2-24-09	6-8	Ward	Green Hill retirement Community, West Orange, NJ	\$10.00	Students will perform for residents
MHS	2-6-09	11-12	Portas	Central Presbyterian Church, Montclair	None	As part of the Children's Dental Health Month students will assist Dr. McGrath(Kindersmiles), Give Kids a Smitle Day.
Edgemont	2-19-09	3	Fagen	Montclair Art Museum	None	To see artifacts of Native Americans which we are learning about in Montclair My Hometown
Edgemont	2-6-09	K	DiPietro	MSU	\$13.00	Extension of Literature Program, presentation of Rainbow Fish by theatre group
Bradford	2-26-09	K-3	Kaelin	Environmental Education Ctr. Basking Ridge, NJ	None	An extension of garden project, how we get food from plants
DLC	3-11-09	PreK	Gomes	Funtime Junction, Fairfield NJ	\$6.00	To explore various gross motor activities & sensory modalities. To work on motor planning & one two step directions as well as socialization.

BE IT FINALLY RESOLVED that the field trips are approved in accordance with the New Jersey Department of Education Accountability Regulations.

b. Resolution re: Submission of 2009-2010 Professional Development Plan

WHEREAS, the New Jersey Department of Education is committed to supporting the New Jersey Professional Development Standards for Education and,

WHEREAS, state regulations require that all public school districts develop plans that are aligned to the New Jersey Professional Development Standards, encourage collaborative learning experiences for teachers

and administrators and encourage professional learning to take place in collaborative teams within professional learning communities,

WHEREAS, the Montclair Public Schools' Local Professional Development Committee has completed the District Professional Development Plan for the 2009-2010 school year,

NOW, THEREFORE, BE IT RESOLVED that the Montclair Board of Education approve the submission of the District Professional Development Plan 2009-2010.

Seconded by Mr. Riddick approved by a roll call vote:

	AYE	NAY
Timothy Barr	X	
John Carlton	X	
Shirley Grill	X	
Robert Kautz	X	
Shelly Lombard	X	
Ronald Riddick	X	
Carmen Taylor	X	

### L. BUSINESS

### 1. Resolutions

Mr. Barr move to approve the following resolutions:

a. Resolution re: Acceptance of Department of Education Determination of Preliminary Eligible Costs for Multiple Projects.

BRADFORD RENOVATIONS	3310-100-09-1001	\$165,546.00
WATCHUNG RENOVATIONS	3310-170-09-1002	\$294,146.00
WATCHUNG CLOCK SYSTEM REPLACE	3310-170-09-1003	\$7,320.00
HS CORR LIGHTING & CEILING REPLACE	3310-050-09-1004	\$64,568.00
HS SECURITY SYSTEM INSTALLATION	3310-050-09-1005	\$11,920.00
GEORGE INNESS GYM REFINISHING	3310-050-09-1006	\$12,758.00
NISHUANE ART KILN & VENT REPLACE	3310-130-09-1007	\$5,230.00
NISHUANE RENOVATIONS	3310-130-09-1008	\$44,346.00
NISHUANE SIDEWALK REPLACEMENT	3310-130-09-1009	\$19,240.00
NORTHEAST RENOVATIONS	3310-140-09-1010	\$184,002.00
NORTHEAST CLOCK SYSTEM REPLACE	3310-140-09-1011	\$7,152.00
GLENFIELD INTERIOR RENOVATIONS	3310-116-09-1012	\$16,898.00
GLENFIELD RENOVATIONS	3310-116-09-1013	\$158,394.00
GLENFIELD CLASSROOM ALTERATIONS	3310-116-09-1014	\$195,162.00

EDGEMONT CORR LOCKER REPLACE	3310-110-09-1015	\$16,940.00
MT HEBRON RENOVATIONS	3310-127-09-1016	\$213,910.00
MT HEBRON INTERIOR RENOVATIONS	3310-127-09-1017	\$33,208.00
EDGEMONT ROOM CONVERSION	3310-110-09-1018	\$12,378.00
RAND CLASSROOM FLOOR REPLACE	3310-060-09-1019	\$3,200.00
GEO INNESS LITTLE THEATER RENOV	3310-050-09-1020	\$242,843.00
HS ROOF REPLACEMENT 3310-050-09-1021	\$52,238.00	

WHEREAS, Pursuant to Section 5 of the Educational Facilities Construction and Financing Act, the Montclair Board of Education submitted applications to the Department of Education for Rehabilitation at the schools listed above, and

WHEREAS, the Department of Education has approved the above projects and has determined the State's share of preliminary eligible cost for each project as listed above, and

WHEREAS, the School Business Administrator certifies that capital funds are available for the local share of these projects,

NOW, THEREFORE, BE IT RESOLVED that the Montclair Board of Education accepts the State's determination of preliminary eligible costs and the State's share of preliminary costs, and

BE IT FURTHER RESOLVED that the Montclair Board of Education elects to accept a grant from the SDA as its funding option, and

BE IT FINALLY RESOLVED that the Montclair Board of Education elects to administer the construction of these projects and authorizes the Board Architect, Richard Rigolo, to prepare all plans, specifications, drawings and necessary bid related documents for these projects.

b. Resolution re: Acceptance of Department of Education Determination of Preliminary Eligible Costs for Hillside Rehabilitation.

HILLSIDE REHABILITATION 3310-123-08-1000 \$4,412.00

WHEREAS, Pursuant to Section 5 of the Educational Facilities Construction and Financing Act, the Montclair Board of Education submitted applications to the Department of Education for Rehabilitation at the schools listed above, and

WHEREAS, the Department of Education has approved the above project and has determined that the State's share of preliminary eligible cost for project as listed above, and

WHEREAS, the School Business Administrator certifies that capital funds are available for the local share of these projects,

NOW, THEREFORE, BE IT RESOLVED that the Montclair Board of Education accepts the State's determination of preliminary eligible costs and the State's share of preliminary costs, and

BE IT FURTHER RESOLVED that the Montclair Board of Education elects to accept debt service aid from the EDA as its funding option, and

BE IT FINALLY RESOLVED that the Montclair Board of Education elects to administer the construction of these projects and authorizes the Board Architect, Richard Rigolo, to prepare all plans, specifications, drawings and necessary bid related documents for these projects.

c. Resolution re: Approval of Conference and Travel Expenses

WHEREAS, New Jersey Administrative Code N.J.A.C. 23B and Board of Education policy require approval of the Board of Education prior to expending Board of Education funds for travel and related expenses, and

WHEREAS, the travel must be directly related to the employee's or Board member's current responsibilities,

NOW, THEREFORE, BE IT RESOLVED that the following Board members and employees are approved for travel-related reimbursements for an amount up to the estimated cost indicated:

	CONFERENCE	E AND TRAV	EL EXPENSES
CONFERENCE	EMPLOYEE	COST	<u>PURPOSE</u>
Units of Study Across the Year	Margaret Mary McGrath	\$189.00	To learn new rubrics and assessment structures that can give new direction to writing conferences, small group work and mini lessons.
February Mini Institute-Lucy Calkins	Susan Becker John Furey	\$475.00 \$475.00	To enhance the delivery of writing instruction by connecting it to reading.
Winners! A Closer Look at Years 100 Best Books	Mary Anne Arnold	\$179.00	To provide innovative and practical ways to use the best of the year's children's books for curriculum connections, language arts them units, and student reading interests.
Jr. Great Books	Guy Whitlock Amelia Foust Stacey Heuschkel	\$342.44 \$347.83 \$342.44	To gain instruction on using "Shared Inquiry" method of learning through readin and discussion with students at all levels.
Coach of the Year Clinic	Ed Lebida	\$75.00	Football clinic.

CONFERENCE AND TRAVEL EXPENSES				
<u>CONFERENCE</u>	<u>EMPLOYEE</u>	COST	<u>PURPOSE</u>	
ASCD Annual	Terry Trigg-Scales	\$1,328.50	This conference will provide cutting edge	
Conference	Lydia Furnari	\$1,328.50	professional development in support district	
	Guy Whitlock	\$1,328.50	goals.	

BE IT FINALLY RESOLVED that reimbursement will be made for expenses that are in accordance with Board of Education policy and for which original receipts are submitted to the Business Office.

Seconded by Ms. Grill approved by a roll call vote:

	AYE	NAY
Timothy Barr	X	
John Carlton	X	
Shirley Grill	X	
Robert Kautz	X	
Shelly Lombard	X	
Ronald Riddick	X	
Carmen Taylor	X	

# 2. Change Orders

Approval of Change Order #2 for Plumbing and Gas Fitting Work for New Elementary School

Mr. Riddick moved to approve the following:

<u>Topic:</u> Supplies, equipment and services anticipated to be in excess of \$29,000 are subject to the bidding requirements of New Jersey Statutes 18A:18A-4 or are to be purchased under a State of New Jersey contract through the provisions of N.J.S. 18A:18A-10.

<u>Background Information:</u> In accordance with Public School Contract Law, specifications were prepared for the Board of Education by The Thomas Group, Architect for the Montclair Board of Education, advertised, and sealed bids received on March 19, 2008, for Plumbing and Gas Fitting Work for New Elementary School. The contract was awarded to Annese Mechanical, 699 Cross Street, Unit 2, Lakewood, New Jersey, 08701, in the total amount of \$1,349,015 which includes the base bid of \$1,346,165 plus Alternate #1 – Roof Drains for Clock Tower for \$2,850.

<u>Superintendent's Recommendations</u>: It is my recommendation that the Montclair Board of Education approve change order #2 for \$26,323.42 as follows:

New Grease Trap, Accessories and Install

Total

\$30,280.82

\$26,323.42

Seconded by Mr. Barr approved by a roll call vote:

	AYE	NAY
Timothy Barr	X	
John Carlton	X	
Shirley Grill	X	
Robert Kautz	X	
Shelly Lombard	X	
Ronald Riddick	X	
Carmen Taylor	X	

Ms. Grill moved to approve the following resolutions.

3. Resolution re: Approval of the Personnel Report

WHEREAS, the Superintendent has recommended that the Board approved the actions contained in the attached Personnel Report.

NOW, THEREFORE, BE IT RESOLVED that the Board approves the Personnel of February 2, 2009, including the indicated individuals who have been hired under the Emergent Hiring Procedures as required by law.

4. Resolution re: Settlement Agreement to Resolve K.V.'s Educational Program

WHEREAS, THE ATTORNEY FOR THE Board of Education has forwarded a Settlement Agreement in the matter of L.V. and DV. on behalf of K.V., vs. The Montclair Board of Education.

NOW, THEREFORE, BE IT RESOLVED that the Board Secretary is authorized to execute this Agreement on behalf of the Board of Education.

Seconded by Mrs. Lombard approved by a roll call vote:

	AYE	NAY
Timothy Barr	X	
John Carlton	X	
Shirley Grill	X	

Robert Kautz	X	
Shelly Lombard	X	
Ronald Riddick	X	
Carmen Taylor	X	

### M. COMMENTS

#### 1. Board Members

*Mr. Kautz* thanked all those who presented at the meeting for a job well-done. In regards to the budget, he stated that this will be a difficult year but that the district needs to stay focused on the needs of the students, keep the quality up and class size down.

Ms. Grill echoed Mr. Kautz' expressions regarding remaining focused on our students and keeping the quality up and class size down.

*Mr. Barr* congratulated the Department of Instruction for their work on the professional development plan.

*Mr. Carlton* thanked those who presented information about the minority academic achievement report for all of their hard work and efforts in those programs.

### 2. Members of the Public

*Lori Beitler* of 171 Christopher Street stated her concern about the new attendance policy at the Montclair High School.

#### N. ANNOUNCEMENT OF FUTURE MEETING DATES

The next meeting of the Board of Education will be held on Monday, February 23, 2009 and will open at 6:30 p.m. in public but will go immediately into executive session. The meeting will reconvene in public at approximately 7:30 p.m. in the Atrium of the George Innes Annex, 141 Park Street.

# O. ADJOURNMENT

At 10:10 p.m. Mr. Riddick moved to adjourn the meeting; seconded by Mrs. Lombard and approved by a vote of 7-0.