MINUTES OF THE PUBLIC BOARD MEETING HELD MONDAY, NOVEMBER 17, 2008, AT 6:30 P.M. GEORGE INNESS ANNEX ATRIUM 141 PARK STREET, MONTCLAIR, NEW JERSEY

A. The meeting opened at 6:35 p.m. and the following statement was read:

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.
- 2. 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 6:35 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-(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 matters covered by the attorney-client privilege; and matter rendered confidential by state or federal law: Personnel Report, Exclusions Report, and Suspensions Report.

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 4-0.

At 6:35 p.m. the Board went into executive session.

C. EXECUTIVE SESSION

- 1. Personnel Matters
- 2. Personnel Report
- 3. Exclusions Report

4. Suspensions Report

D. RETURN TO OPEN SESSION

Mr. Barr moved that the Board shall return from executive session; seconded by Mr. Kautz and approved by a vote of 6-0.

The Board returned to open session at 7:30 p.m.

E. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance occurred at 7:31 p.m.

F. ROLL CALL

	Present	Absent
Timothy Barr John Carlton Shirley Grill Robert Kautz Shelly Lombard Ronald Riddick	X X X X X X	
Carmen Taylor Staff Members Present Members of the Public Members of the Press		X

G. MINUTES

Mr. Riddick moved to approve the following minutes of the Public Board Meetings held on October 27, 2008, and November 3, 2008; seconded by Mrs. Lombard and approved by a vote of 5-0, 1 abstention.

H. INTRODUCTIONS AND AWARDS

AP Scholar Certificate/Recognition

Caitlin Pacheco was acknowledged for her recognition as an AP scholar.

I. SUPERINTENDENT'S REPORT

Dr. Alvarez stated that all of our elementary and middle schools have made Adequate Yearly Progress. This is a great accomplishment for our district. You may recall that this year's state assessments were new, longer and harder than in previous years. In addition, the state raised the bar with regard to cutoff scores for attaining levels of proficiency and advanced proficiency.

This is most definitely the result of hard work by our teachers and school administrators, under the thoughtful guidance of the Department of Instruction and Terry Trigg-Scales. Our systemic approach to addressing the AYP challenge has included:

- Emphasis on data-driven decision making to inform instruction
- Targeted efforts such as after-school tutorial programs, reading specialists, math coaches, adolescent literacy consultant, Wilson literacy program and PRISM
- Focus on differentiated instruction and performance assessment
- Early intervention strategies that will assist in closing the gap.

Congratulations to our students and staff on this remarkable achievement.

Mrs. Trigg-Scales will be discussing No Child Left Behind and Adequate Yearly Progress again this Wednesday, November 19, 2008, 7:00 p.m. in the Central Office.

Audit Report, Fiscal Year 2007-2008

Presented by Auditor John Lauria of Samuel Klein & Company

There are two reports that Mr. Lauria discussed: The Administrative Findings Auditors Management Report and the CAFRA Report (Comprehensive Annual Financial Report). The recommendations in the report mostly relate to the student activity funds for the elementary and middle schools.

In regards to the summer program, Mr. Lauria recommended that the cash receipts journals for each program be reconciled to the turnover to the Board Office and that receipts be issued at the time of collection of the fee. He also recommended that only eligible costs related to the operations of the Adult School reimbursements be approved. He added that the records be maintained whereby each adult program revenue be reconciled to the turnover to the Board Office. He concluded that greater care be exercised by personnel completing worksheets used in the preparation of the Application for State School Aid (ASSA). (See attached synopsis of the audit report)

J. BOARD OF EDUCATION REPORTS

Shirley Grill – Attended a workshop at Teachers College at Columbia.

Robert Kautz – Announced that legislation has released a bill on 11/13/08 that would affect the tenure benefits for teachers.

John Carlton – Attended meetings with town representatives from the Board of School Estimate.

Shirley Grill – Feels that the Board should think about the Early Childhood Education in terms of achievements and how closely the Board links to the Early Childhood Facilities and knows what is going on at these locations.

K. COMMENTS

1. PTA

Robin Kulwin – Congratulated the Board on selecting Naomi Kirkman as Principal of Bradford. Ms. Kulwin stated that everyone is working hard to make school tours as successful as it can be this year.

2. MEA

Dennis Murray – This week is American Education week honoring Educational Support Professionals. Mr. Murray stated that the MEA thanks the staff for all of their work.

L. COMMENTS FROM THE PUBLIC – AGENDA ITEMS

Joanne Aidala – 95 Montclair Ave. – Director of Health & Wellness Partnership - Stated that Montclair is now in the 8th year of the Health & Wellness Partnership. The partnership is based on a center for disease control model called a Coordinated School Health Plan which has eight components. One of the main elements is parental and community involvement. One of the goals of the program is to link each child with a caring adult.

M. RESOLUTIONS - BUSINESS

Mr. Riddick moved to approve the following resolution:

Monthly Budget Reports and Bills and Claims

RESOLVED that pursuant to N.J.A.C. 6A:23-2.11 (c) 3, the Montclair Board of Education certifies that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11 (a), and that pursuant to N.J.A.C. 6A:23-2-11 (c) 4, after review of the board secretary's monthly financial reports, in the minutes of the Board each month, the Montclair Board of Education certifies that no major account or fund has been overexpended in violation of N.J.A.C. 6A:23-2.11 (b), and

BE IT FURTHER RESOLVED that the Montclair Board of Education approves the attached Bills and Claims for the month of November 2008 in the amount of \$2,532,316.92 and the attached Appropriation Adjustments for the month of October 2008 in the amount of \$151,604.20, and

BE IT FURTHER RESOLVED that the Montclair Board of Education does hereby approve the request for tax levy from the Township of Montclair in the amount of \$10,000,000.00 for the month of November 2008, and

BE IT FINALLY RESOLVED that the Montclair Board of Education acknowledges receipt of the attached Budget reports for the month of October 2008, the Secretary's Report for the month of October 2008, and a Treasurer's report for the month of September 2008.

Seconded by Mrs. Lombard and 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	<u>ABSENT</u>	

N. RESOLUTIONS - GENERAL

1. Other Resolutions

Mrs. Lombard moved to approve the following resolutions:

a. Auditor's Report Fiscal Year 2007-2008

WHEREAS, New Jersey Statutes 18A:23-5 states that "Within 30 days following the receipt of the report of the annual audit the board of education of the district shall, at a regularly scheduled public meeting, cause the recommendations of the auditor to be read and to be discussed and the discussion duly noted on the minutes of said board", and

WHEREAS, the firm of Samuel Klein and Company has forwarded the annual Audit Report for the school fiscal year, July 1, 2007, to June 30, 2008, to the Superintendent of Schools. John Lauria of Samuel Klein and Company is present at the Board of Education meeting tonight to discuss the Audit Report with the Board of Education.

NOW, THEREFORE, BE IT RESOLVED the Board of Education acknowledges receipt of the Audit Report for the School Fiscal Year July 1, 2007, to June 30, 2008, and directs the Administration to implement the recommendations of the Auditor as shown in the Corrective Action Plan (Attachment A).

b. Parental Contract for Student Transportation – 2008-2009 School Year – E.P.

WHEREAS, the Montclair Board of Education is desirous of having the parent/legal guardian of (E.P.) transport their child to and from Chancellor Academy, Lincoln Park, New Jersey, and

WHEREAS, if the parent/legal guardian fully performs the services required by this contract, the Montclair Board of Education shall pay the parent/legal guardian \$3,636.00 to transport said child as per the attached contract,

NOW, THEREFORE, BE IT RESOLVED that the Montclair Board of Education does approve the Parent Contract for such transportation.

c. Parental Contract for Student Transportation – 2008-2009 School Year – N.S.

WHEREAS, the Montclair Board of Education is desirous of having the parent/legal guardian of (N.S.) transport their child to and from P.G. Chambers School, Cedar Knolls, New Jersey, and

WHEREAS, if the parent/legal guardian fully performs the services required by this contract, the Montclair Board of Education shall pay the parent/legal guardian \$7,642.80 to transport said child as per the attached contract,

NOW, THEREFORE, BE IT RESOLVED that the Montclair Board of Education does approve the Parent Contract for such transportation.

d. Montclair High School – Option Two/Dance

WHEREAS, N.J.A.C. 6A: 8-51(a) commonly known as "Option Two" or program completion permits district boards of education to determine and establish curricular activities or programs aimed at achieving the Core Curriculum Content Standards for graduation purposes and

WHEREAS, Option Two serves as an alternative to traditional high school courses and may include theme based programs, magnet programs or co-curricular programs and

WHEREAS, it is the responsibility of the district board of education, administrators and high school principal to ensure that such programs support the achievement of the NJCCCS.

NOW, THEREFORE, BE IT RESOLVED that the Montclair Board of Education approve "Dance" as an alternative to the "Physical Education" graduation requirement for those students who make this choice.

e. Approval of Conference and Travel Expenses

WHEREAS, New Jersey Administrative Code N.J.A.C. 23 B 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	Board Member/ <u>Employee</u>	Estimated <u>Cost</u>	Educational Purpose
US All-Star Track & Field & Cross Country	Keshia Golding	\$85.00	Participation in the clinic will improve coaching techniques which will be beneficial to the student athletes.
NJSCA/Healthsouth 11 th Annual Athletic Trainer's Clinic	Michele Chemidlin LaDawn McClamb	\$50.00 \$50.00	Addresses the athletic trainer's role in counseling issues and scope or practice.
NJ Association of School Psyc.	Stella Castelli	\$195.30	Will improve the ability to conduct psychological assessments of students with reading and math disorders and link assessment to intervention in the classroom.
NCTE – Secondary Division	Keith Breiman	\$275.00	Offers multiple special education workshops both for academic and social/emotional language based learning.
Asperger's Disorder & Autism	Mary Ann DeRosa	\$149.00	Covers guidelines for assessment, diagnosis, & Progress dement for students with Asperger's.
Managing Psy. Adol. In Public School	Mary Ann DeRosa	\$50.00	Will describe adolescent identity treatment.
AVID Educator Training	Abbie Young Noel Robinson	\$425.00 \$425.00	Will improve instruction and promote AVID Program.
AVID Site Coordinator Training	George Burroughs	\$25.00	Will receive AVID training.

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.

Education Purpose Robotics competition

f. 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/Grade	Teacher(s)	<u>Destination</u>	<u>Date Cost</u>	
Watchung	Arnold/Cuevas	MSU	Dec. 2, 2008 \$10.00	
Education Purpose To see a play based o	n literature read in c	lass		
Montclair High Port	as/English Co	ommunity Food Bank Hillside, NJ	Nov. 18, 2008 \$none	
Education Purpose Community Service r activity.	equirement for parti	cipation in the programs.	This is an after school	
Montclair High Port	as/Ryan Lil	perty Science Ctr	Nov. 21, 2008 none	
Education Purpose As part of the articulation with UMDNJ students are required to attend this Health Careers Fair, where they are exposed to various health careers.				
Montclair High Ditu	ri Ra	ritan High School Bridgewater, NJ	Dec. 20, 2008 \$25.00	
Education Purpose Robotics competition				
Montclair High Ditu	ri Ph	iladelphia Convention	Nov. 22, 2008 \$50.00	
Education Purpose Vex competition				
Montclair High Ditu	ri Hi	ghstown High School	Dec. 13, 2008 \$25.00	

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Montclair High Ryan Jacob Javits Center Dec. 2, 2008 \$none

Education Purpose

Greater NY Professional Dental convention- Students learn all aspects of dentistry and equipment

Montclair High Morrison Columbia University Nov. 19, 2008 none

New York

Education Purpose

Admissions presentation and college tour

Montclair High Fyfe Papermill Playhouse Nov. 21, 2008 \$10.00

Education Purpose Schoolhouse Rock

Montclair High Panayev Seton Hall University Nov. 21, 2008 none

Education Purpose

Academic

Mt. Hebron D'Agostino Bellevue Theatre Nov. 26, 2008 \$4.00

House 1,5 6

Education Purpose

6th grade earth science curriculum and NJCCS standards students need to learn about the structure of the earth. Literature students are reading various science fiction books.

Mt. Hebron D'Agostino Bellevue Theatre Nov. 26, 2008 \$4.00

House 2,3,4

6th grade Earth science curriculum and NJCCS standards, student need to learn about the structure of earth. Literature students are reading various science fiction novels.

Mt. Hebron World Financial Ctr Nov. 24, 2008 \$18.00

Winter Garden Rubin Museum

Education Purpose

View construction exhibit with a special curator presentation on art making of exhibiting and special tour of Rubin Museum's current exhibit on photography

Mt. Hebron Larose Mystic Seaport, Ct. May 15, 2009 \$73.00

Education Purpose

Social Studies, Science, Math connections Amis tad, African Americans in shipping

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Glenfield Scribner Mac. Human Needs Nov. 12, 2008 none Food Pantry, Mac.

Education Purpose

Philanthropy: students have donated time, food and money to support our local food pantry

Glenfield Wolfsan NBC Studio Tour Dec. 19, 2008 none

New York

Education Purpose

Read your way

Glenfield Belmonte Broadway, NY Dec. 9, 2008 \$100.00

Education Purpose

To afford children the opportunity to learn from theatre professionals

Glenfield Astorino Rockefeller Center Dec. 19, 2008 \$100.00

Bernard Jacobs Theatre

The viewing of the play Thirteen, addresses social and emotional issues and shows alternative ways to handling every day life problems

Renaissance Korotkin Metropolitan Opera Dec. 18, 2008 \$5.00

Lincoln Center, NY

Education Purpose

See dress rehearsal of the production of the magic flute- all students take opera class in the 7th grade

Renaissance Garzon Budd Lake Nov. 18, 2008 \$16.00

Education Purpose

7th grade language arts trip

Renaissance Jackson Newark Penn Station April 3, 2009 \$4.00

Branch Brook Pk

Education Purpose

Four parts of Newark, view the industrial system, urbanization of the city.

Rand Weitzman/Cowan Frelinghuysen Arboretum Nov. 20, 2008 \$9.00

Morris Township

Education Purpose

Part of the science unit-trees and leaves, the students will learn the diversity of the tree and identification of various trees

<u>Rand</u>	D'Andrea	Museum of Early Trades	Nov. 26, 200	\$8.00
		Madison, NJ		

Education Purpose

Presentation and hands on experience of simple machines (science)

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

g. Submission of Comprehensive Maintenance Plan

WHEREAS, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting "required" maintenance activities for each of its public school facilities, and

WHEREAS, the required maintenance activities as listed in the attached document for the various school facilities of the Montclair Board of Education are consistent with these requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

NOW, THEREFORE, BE IT RESOLVED that the Montclair Board of Education hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan for the Montclair Board of Education in compliance with Department of Education requirements.

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

	AYE	NAY
Timothy Barr	<u>X</u>	
John Carlton	X	
Shirley Grill	X	
Robert Kautz	X	
Shelly Lombard	X	
Ronald Riddick	X	
Carmen Taylor	<u>ABSENT</u>	
•		

2. Change Orders

Mr. Riddick moved to approve the following change orders:

a. #1 for Stage Vent Replacement at Glenfield School

<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 Richard Rigolo, Architect for the Montclair Board of Education, advertised, and sealed bids received on February 28, 2008, for Stage Vent Replacement at Glenfield School to Envirocon, 490 Schooley's Mountain Road, Hackettstown, New Jersey, 07840, in the total amount of \$35,890.00.

<u>Superintendent's Recommendations:</u> It is my recommendation that the Montclair Board of Education approves change order #1 in the credit amount of -\$96.00 for custodial overtime for closing facility.

b. #1 for Site Renovations at Northeast School

<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 Richard Rigolo, Architect for the Montclair Board of Education, advertised, and sealed bids received on March 18, 2008, for Site Renovations at Northeast School to Chalet Construction Corporation, 13 Race Street, Bloomfield, New Jersey, 07003, in the total amount of \$128,600.00.

<u>Superintendent's Recommendations:</u> It is my recommendation that the Montclair Board of Education approves change order #1 in the amount of \$3,835.00 as follows:

•	Remove and replace bluestone sill with concrete sill	\$800.00
•	Eliminate ponding and improve drainage, remove and	\$3,635.00
	replace 11 x 17 area of existing paving, remove and reset	
	existing catch basin grate and add asphalt overlay at curb	
•	Unused portion of tree allowance in contract	-\$2,500.00
•	Actual cost of tree	<u>\$1,900.00</u>
		\$3,835.00

Seconded by Mrs. Lombard and 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	<u>ABSENT</u>	

3. Contract Awards

Ms. Grill moved to approve the following contract award:

Professional Services-Asbestos Testing and Inspections

WHEREAS, N.J.S.A. 18A:18A-5 states in part "Any purchase, contract or agreement...may be made, negotiated and awarded by the Board of Education by resolution at a public meeting without public advertising for bids...,", and

WHEREAS, the nature of these contract awards generally relate to the provision of professional services,

NOW, THEREFORE, BE IT RESOLVED that the Montclair Board of Education, after careful study and due deliberation, does hereby appoint Detail Associates, 300 Grand Avenue, Englewood, New Jersey, 07631, for Asbestos Testing and Inspections at the hourly rates attached.

BE IT FINALLY RESOLVED that the School Business Administrator shall be authorized to issue a contract to such provider agency as described above.

Seconded by Mr. Kautz and 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	<u>X</u>	
Carmen Taylor	<u>ABSENT</u>	

4. Personnel Report

Mr. Riddick moved to approve the Personnel Report of November 17, 2008, including the indicated individuals who have been hired under the Emergent Hiring Procedures as required by law.

5. Exclusions Report

Mr. Riddick moved to approve the Personnel Report & Exclusions Report:

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

	AYE	NAY
Timothy Barr	<u>X</u>	
John Carlton	X	
Shirley Grill	X	
Robert Kautz	X	
Shelly Lombard	X	
Ronald Riddick	X	
Carmen Taylor	<u>ABSENT</u>	

O. COMMENTS

1. Members of the Public

Gail Prusslin – 138 Buckingham Road – Thanked the Board for their support of music in the schools. Ms. Prusslin spoke about an article in the New York Times called Study Abroad Flourishes With China a New Hot Spot, the number students going to China to study abroad has grown recently.

2. Board Members

Ron Riddick – Congratulated the Board on attaining AYP.

Shirley Grill – Also congratulated the Board on AYP. Feels that Montclair is using its resources well.

Tim Barr – Congratulated all the efforts and support which has helped to reach AYP.

Shelly Lombard – Is thrilled with reaching AYP and is very pleased with the level of participation with the PTA council.

Rob Kautz – Congratulated everyone involved with the Health & Wellness program, and also congratulated everyone in reaching AYP.

John Carlton – Thanked everyone who worked hard on reaching AYP.

P. ANNOUNCEMENT OF FUTURE DATES

The next meeting of the Board of Education will be held on December 1, 2008, and will open at 6:30 p.m. and go immediately into closed session. The meeting will reconvene in public at approximately 7:30 p.m. in the George Inness Annex Atrium, 141 Park Street.

Q. ADJOURNMENT

At 8:25 p.m. Mr. Riddick moved to adjourn the meeting; seconded by Mr. Kautz and approved by a vote of 6-0.