

MINUTES OF THE REORGANIZATION AND  
PUBLIC BOARD MEETING  
HELD MONDAY, MAY 16, 2011 AT 7:00 PM  
141 PARK STREET, MONTCLAIR, NEW JERSEY

A. RESOLUTION FOR EXECUTIVE SESSION

At **7:01 p.m.** *Ms. Larson* 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:

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

Seconded by *Dr. Allen-McMillan* and approved by a vote of 7-0.

B. EXECUTIVE SESSION

C. RETURN TO OPEN SESSION

*Mrs. Kulwin* moved that the Board shall return from executive session; seconded by *Dr. Allen-McMillan* and approved by a vote of 7-0.

The Board returned to open session at 7:35 p.m.

D. STATEMENTS

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

1. On Wednesday, June 23, 2010 notice of this meeting was faxed to the Montclair Times, the Herald 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.

E. The Pledge of Allegiance occurred at 7:36p.m.

F. ROLL CALL

	PRESENT	ABSENT
Angelica Allen-McMillan	<u>  x  </u>	<u>      </u>
Tanya Coke	<u>  x  </u>	<u>      </u>
Robin Kulwin	<u>  x  </u>	<u>      </u>
Leslie Larson	<u>  x  </u>	<u>      </u>
Shelly Lombard	<u>  x  </u>	<u>      </u>
Norman Rosenblum	<u>  x  </u>	<u>      </u>
Deborah Wilson	<u>  x  </u>	<u>      </u>
Staff Members	<u>    8  </u>	
Members of the Public	<u>   20  </u>	
Members of the Press	<u>    2  </u>	

G. ELECTION OF OFFICERS

1. Election of President

*Ms. Larson* nominated *Mrs. Lombard* for the office of president of the Board; seconded by *Mrs. Wilson* and approved by a roll call vote:

	AYE	NAY	ABSTAIN	ABSENT
Angelica Allen-McMillan	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Tanya Coke	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Robin Kulwin	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Leslie Larson	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Shelly Lombard	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Norman Rosenblum	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Deborah Wilson	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>

2. Meeting Turned Over to Board President

The meeting was turned over to *Mrs. Lombard*

3. Election of Vice President

*Mrs. Kulwin* nominated *Ms. Larson* for the office of vice president of the Board; seconded by *Mrs. Wilson* and approved by a roll call vote:

	AYE	NAY	ABSTAIN	ABSENT
Angelica Allen-McMillan	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Tanya Coke	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Robin Kulwin	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Leslie Larson	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Shelly Lombard	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Norman Rosenblum	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Deborah Wilson	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>

## H. REORGANIZATION ITEMS

### 1. Appointments

*Mrs. Kulwin* moved to approve the following resolution:

- a. Resolution re: Appointment of Asbestos Management, Indoor Air Quality and AHERA Officer

RESOLVED, that *Detail Associates* is hereby appointed as Asbestos Management, Indoor Air Quality and AHERA Officer for the Montclair Board of Education, to serve in such office until the next organizational meeting of the Board and until their respective successors are duly appointed and qualified.

- b. Resolution re: Appointment of an Auditor

RESOLVED, that the auditing firm of *McEnerney, Brady & Company, LLC*, be and hereby is retained as auditor to the Montclair Board of Education, effective immediately and until the next reorganizational meeting of the Board.

- c. Resolution re: Appointment of Board Secretary and Assistant Board Secretary

RESOLVED, that *Dana Sullivan* is hereby appointed Board Secretary and Frank Alvarez is hereby appointed Assistant Board Secretary to the Board of Education, to serve in such office until the next organizational meeting of the Board and until their respective successors are duly appointed and qualified

\*\*No action was taken on the following resolution:

- d. Resolution re: Appointment of Members to the Civil Rights Commission

RESOLVED, that \_\_\_\_\_ be, and hereby is appointed to represent the Montclair Board of Education on the Civil Rights Commission, until the next organizational meeting of the Board and until the appointment and qualification of his/her successor.

e. Resolution re: Appointment of Custodian of School Records

WHEREAS, the New Jersey Open Public Records Act (OPRA) (N.J.S.A. 47:1A-1) states that government records must be readily accessible for inspection, copying, or examination by its citizens, with certain exception, for the protection of the public, and

WHEREAS, the OPRA requires the Board of Education to designate an official to serve as the custodian of district records,

NOW, THEREFORE, BE IT RESOLVED that the Montclair Board of Education appoints **Dana Sullivan**, Business Administrator/Board Secretary and **Frank R. Alvarez**, Superintendent of Schools as the Custodian of Records, and

BE IT FURTHER RESOLVED that the Montclair Board requires all requests for public records be submitted on the attached form and,

BE IT FINALLY RESOLVED that the Montclair Board of Education authorizes the Custodian of Records to charge fees for copies in accordance with statutes as follows:

Letter Sized Pages	.05 per page
Legal Sized Pages	.07 per page

f. Resolution re: Appointment of Integrated Pest Management Coordinator

RESOLVED, that **Leonard Saponara** is hereby appointed as Integrated Pest Management Coordinator for the Montclair Board of Education, to serve in such office until the next organizational meeting of the Board and until their respective successors are duly appointed and qualified.

g. Resolution re: Appointment of Legal Counsel

RESOLVED, that the law firm of **Adams, Stern, Gutierrez and Lattiboudere, LLC**, be and hereby is, retained as legal counsel to the Montclair Board of Education until the next reorganizational meeting of the Board. The Board shall reserve the right to utilize other counsel for special matters as determined by a majority of the Board.

h. Resolution re: Appointment of Medical Inspector/School Physician

RESOLVED, that **Dr. Howard Wilson** is hereby appointed as Medical Inspector/School Physician for the Montclair Board of Education, to serve in such office until the next organizational meeting of the Board and until their respective successors are duly appointed and qualified.

i. Resolution re: Appointment of Public Agency Compliance Officer (P.A.C.O.)

RESOLVED, that **Dana Sullivan** is hereby appointed Public Agency Compliance Officer (P.A.C.O.) for the Montclair Board of Education, to serve in such office until the next organizational meeting of the Board and until their respective successors are duly appointed and qualified.

j. Resolution re: Appointment of Right to Know Officer

RESOLVED, that *Detail Associates* is hereby appointed as Right To Know Officer for the Montclair Board of Education, to serve in such office until the next organizational meeting of the Board and until their respective successors are duly appointed and qualified.

k. Resolution re: Appointment of a Treasurer of School Monies

RESOLVED, that *Michael R. Zazarino* be and hereby is retained as Treasurer of School Monies to the Montclair Board of Education to serve in such office until the next reorganizational meeting of the Board.

l. Resolution re: Adoption of Chemical Hygiene Plan and Appointment of Officer

WHEREAS, the New Jersey Public Employees Occupational Safety and Health Program Hazard Communication Standard (PEOSH HCS) and New Jersey Administrative Code (N.J.A.C.) 12:100-7 require public employers to adopt a Chemical Hygiene Plan and to appoint a Chemical Hygiene Officer, and

WHEREAS, this program applies to all work operations in and around our schools where employees are exposed to or may be exposed to hazardous chemicals,

NOW, THEREFORE, BE IT RESOLVED that the Montclair Board of Education approves the Chemical Hygiene Plan and appoints Bob Dworkin of Garden State Environmental as the Chemical Hygiene Officer, and

BE IT FINALLY RESOLVED that copies of this plan will be made available to all employees of the Montclair Board of Education.

m. Resolution re: Designation of Transfer Authority

WHEREAS, N.J.S.A. 18A:22-8.1 states that transfer amounts among line items must be approved by resolution; however, a Board can authorize the Superintendent to approve line item transfers between meetings, as necessary,

BE IT RESOLVED that the Montclair Board of Education approves that the Superintendent be designated to approve line item budget transfers necessary between Board of Education meetings, and that such transfers shall be reported to the Board of Education, ratified and duly recorded in the minutes of the next regular meeting.

n. Resolution re: Designation of District Section 504 Compliance Officer for the 2011-2012 School Year

WHEREAS, the Montclair Board of Education is required to comply with the regulations of Section 504 of the Rehabilitation Act of 1973; and

WHEREAS, no student in the Montclair Public Schools shall be denied access to or benefit from any educational program or activity solely on the basis of race, color, creed, religion, sex, ancestry, national origin or handicap; and

WHEREAS, as required by Section 504 of the Rehabilitation Act of 1973, each public school district must appoint an employee that will be responsible for coordinating the districts efforts to comply with this statute,

NOW, THEREFORE, BE IT RESOLVED that the Montclair Board of Education designates Linda Mithaug, Director of Pupil Services, to serve as the district's Section 504 Compliance Officer for the 2011-2012 school year.

- o. Resolution re: Designation of District Affirmative Action Officer/Title IX Coordinator for the 2011-2012 School Year

WHEREAS, the Montclair Board of Education is required to comply with the regulations of Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act; and

WHEREAS, in accordance with district policies no student in the Montclair Public Schools shall be denied access to or benefit from any educational program or activity solely on the basis of race, color, creed, religion, sex, ancestry, national origin or handicap; and

WHEREAS, as required by N.J.A.C. 6:4-1.3, each public school district must appoint an Affirmative Action Officer/Title IX Coordinator as the district's chief equity officer;

NOW, THEREFORE, BE IT RESOLVED that the Montclair Board of Education designates *Dr. Felice Harrison*, Assistant to the Superintendent, to serve as the district's Affirmative Action Officer/Title IX Coordinator for the 2011-2012 school year.

- p. Resolution re: Designation of Purchasing Authority

WHEREAS, N.J.S.A. 18A:18A:2(b) states that the secretary, business administrator or the business manager of the board of education duly assigned the authority, responsibility and accountability for the purchasing activity of the board of education and having the power to prepare advertisements, to advertise for and receive bids and to award contracts as permitted by this chapter,

NOW, THEREFORE, BE IT RESOLVED that *Dana Sullivan*, School Business Administrator, and *Andrea Del Guercio*, Assistant Business Administrator, be authorized to sign purchase orders, execute contracts, secure quotations and approve the release of warrants between Board Meetings subject to subsequent ratifications by the Montclair Board of Education.

- q. Resolution re: Increasing Bid Threshold and Appointing a Qualified Purchasing Agent in a Board of Education Subject to the Provisions of N.J.S.A.18a:18:-1et seq.

WHEREAS, 18A:18A-3 permits a board of education to authorize its purchasing agent to award contracts that do not exceed in a contract year the annual limit as established by the Governor, and

WHEREAS, local boards of education have been advised by the Local Finance Board through (LFN 2010-13) that the Governor has authorized the following bid and quotation thresholds effective July 1, 2010,

	<b>Bid Threshold</b>	<b>Quotation Threshold</b>
Base Amount	\$26,000	\$3,900
With Qualified Purchasing Agent	\$36,000	\$5,400

WHEREAS, **Dana Sullivan** possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq., and

WHEREAS, the Montclair Board of Education desires to increase its bid and quotation thresholds as provided in N.J.S.A. 18A:18A-3,

NOW THEREFORE BE IT RESOLVED, that the governing body of the Montclair Board of Education, in the County of Essex, in the State of New Jersey, hereby increases its bid threshold to \$36,000 and its quotation threshold to \$5,400, and

BE IT FURTHER RESOLVED, that the governing body hereby appoints **Dana Sullivan** as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 18A:18A-2b, with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the Board of Education, and

BE IT FINALLY RESOLVED, that **Dana Sullivan**, Secretary of the Montclair Board of Education, in the County of Essex, State of New Jersey, does hereby certify that the foregoing is a true and correct copy of this Resolution adopted by the governing body of the Montclair Board of Education, County of Essex, State of New Jersey, at its regular meeting of said governing body held on May 16, 2011.

Seconded by **Ms. Larson** and approved by a roll call vote:

	AYE	NAY	ABSTAIN	ABSENT
Angelica Allen-McMillan	<u>  x  </u>	<u>        </u>	<u>        </u>	<u>        </u>
Tanya Coke	<u>  x  </u>	<u>        </u>	<u>        </u>	<u>        </u>
Robin Kulwin	<u>  x  </u>	<u>        </u>	<u>        </u>	<u>        </u>
Leslie Larson	<u>  x  </u>	<u>        </u>	<u>        </u>	<u>        </u>
Shelly Lombard	<u>  x  </u>	<u>        </u>	<u>        </u>	<u>        </u>
Norman Rosenblum	<u>  x  </u>	<u>        </u>	<u>        </u>	<u>        </u>
Deborah Wilson	<u>  x  </u>	<u>        </u>	<u>        </u>	<u>        </u>

## 2. Resolutions

*Mrs. Kulwin* moved to approve the following resolutions:

a. Resolution re: Adoption of Emergency Management Plan

RESOLVED, that the Emergency Management Plan, which includes Crisis Intervention Procedures and an Operations Plan, be adopted effective immediately and until the next reorganizational meeting of the Board.

b. Resolution re: Adoption School Ethics Act and Code of Ethics for School Board Members

WHEREAS, N.J.S.A. 18A:12-21 requires each Board of Education to adopt a School Ethics Act and Code of Ethics for School Board members, and

WHEREAS, policies and procedures regarding training of district Board of Education members were received and discussed, and

WHEREAS, each Board of Education member acknowledges receipt of the Code of Ethics for School Board Members and has become familiar with the Code of Ethics, and

WHEREAS, Board of Education members received training in the School Ethics Act and Code of Ethics, and

BE IT RESOLVED, that the Code of Ethics be adopted effective immediately and until the next reorganizational meeting of the Board.

c. Resolution re: Approval of Banks as Board Depositories for Student Activity Accounts and Designation of Signatories

WHEREAS, New Jersey Statutes requires that the Board of Education approve the Board depositories and signatories,

NOW, THEREFORE, BE IT RESOLVED that the Board approves the banks on the attached list as depositories for the School Internal Accounts and that the authorized personnel are empowered to execute transactions as per Attachment A,

BE IT FINALLY RESOLVED that the Secretary be authorized to furnish the necessary signatures, complete and forward the appropriate documentation required by the Board depositories in order to execute transactions with the aforementioned depository, effective immediately and until the next reorganizational meeting of the Board.

d. Resolution re: Approval of Certified Staff for Home Instruction for the 2011-2012 School Year

BE IT RESOLVED that the Montclair Board of Education approves all district certificated staff to provide home instruction as assigned for the 2011-2012 school year.



e. Resolution re: Approval of Five Year Curriculum Review Plan

WHEREAS, N.J.A.C. 6A-8.2 of New Jersey Administrative Code pertaining to education, requires a Board of Education to review and update curriculum every five years,

NOW, THEREFORE, BE IT RESOLVED that the existing five year curriculum review plan of the Montclair Board of Education (attached) be, and hereby, is approved, effective immediately and until such time as modified by the Board of Education.

f. Resolution re: Approval of 2011-2012 Tuition Rates

BE IT RESOLVED that the Montclair Board of Education approves the 2011-2012 Tuition Rates as follows:

Preschool/K	12,870
Grades 1-5	14,101
Grades 6-8	14,665
Grades 9-12	13,592
Learn/Lang Disab.	16,975
Beh. Disab.	28,556
Multiply Disab.	21,496
Autism	24,756
Pre-School Handi-P/T	25,620
Pre-School Handi-F/T	7,372

g. Resolution re: Authorization of Petty Cash Funds

WHEREAS, N.J.A.C. 6A:23-2.9 states "Pursuant to the provisions of N.J.S.A.18A:19-B, a district Board of Education ...may establish on July 1 of each year or as needed, a cash fund or funds for the purpose of making immediate payments of comparatively small amounts", and

NOW, THEREFORE, BE IT RESOLVED that the Montclair Board of Education authorizes the establishment and maintenance of imprest type petty cash funds as follows:

Business Office	\$ 3,000
Adult School	\$25,000

BE IT FURTHER RESOLVED that each disbursement shall be evidenced by an appropriate receipt, and

BE IT FURTHER RESOLVED that the maximum allowable individual expenditure shall be \$150 for the Business Office. The Adult School fund shall have a maximum allowable individual expenditure of \$200. The Adult School fund shall be authorized to exceed this maximum for the purpose of refunding tuition and payments of trips, and

BE IT FINALLY RESOLVED that the Board Secretary shall be the custodian of the Business Office fund and the Adult School Executive Director shall be the custodian of the Adult School fund.

- h. Resolution re: Authorizing the Procurement of Goods and Services Through State Agency for the 2011-2012 School Year

WHEREAS, Title 18A:18A-10 provides that, "A board of education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property," and

WHEREAS, the Montclair Board of Education has the need, on a timely basis, to procure goods and services utilizing state contracts, and

WHEREAS, the Montclair Board of Education desires to authorize its purchasing agent for the 2011-2012 school year to make any and all purchases necessary to meet the needs of the school district throughout the school year,

WHEREAS, NOW, THEREFORE, BE IT RESOLVED that the Montclair Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing various vendors as listed on the attachment.

- i. Resolution re: Designation of Newspapers for Legal Advertisement

RESOLVED, that the Montclair Times, Herald News, and Star Ledger be designated as newspapers for the purpose of legal advertisements, effective immediately and until the next reorganizational meeting of the Board.

- j. Resolution re: Designation of Signatories for Board of Education Depositories

WHEREAS, New Jersey Statutes designate the President and Secretary as officers of the Board of Education responsible for withdrawals against Board of Education depository accounts,

NOW, THEREFORE BE IT RESOLVED that the necessary signatures identifying the President of the Board, Secretary of the Board and the Treasurer of School Monies and appropriate documentation required by the Board depositories be completed and forwarded to the banking authorities for the following accounts:

- A.\* HSBC Bank - General Fund
- B.\* Citi Fund Services and State of New Jersey Cash Management Fund -General Fund
- C.\* Beneficial Bank - General Fund
- D. Capital One Bank - General Fund
- E. Valley National Bank - General Fund
- F. Capital One Bank - Capital Fund
- G. Valley National Bank - Payroll Agency
- H. Valley National Bank - Unemployment Compensation Trust Fund
- I. TD Bank - Health Insurance Escrow Account
- J. Investors Savings Bank - Worker's Compensation Account
- K.\* Investors Savings Bank - General Fund

L. \* Boiling Springs Savings Bank  
 M. Capital One Bank – Adult School

\* For investment purposes only, CDs or M/M. No checking accounts.

BE IT FURTHER RESOLVED that in the absence of the Board President, the Board Vice President shall be empowered to execute transactions on the aforementioned accounts, and

BE IT FURTHER RESOLVED that the Treasurer be empowered to execute transactions on the following account:

A. Valley National Bank – Payroll Account

BE IT FURTHER RESOLVED that the Board Secretary or the Assistant Board Secretary be empowered to execute transactions on the following accounts:

A. TD Bank – Food Service

B. Investors Savings Bank – Petty Cash, and

BE IT FINALLY RESOLVED that the Secretary and the Assistant Board Secretary be authorized to furnish the necessary signatures, complete and forward the appropriate documentation required by the Board depositories in order to execute transactions with the aforementioned depositories, effective immediately and until the next reorganizational meeting of the Board.

k. Resolution re: Membership in the New Jersey State Interscholastic Athletic Association for 2011-2012 School Year

WHEREAS, Montclair High School in the Montclair Public Schools, Essex County, State of New Jersey, is authorized by the Montclair Board of Education to enroll as a member of the New Jersey State Interscholastic Athletic Association, a non-profit association of the public and parochial high schools of the State of New Jersey, and

WHEREAS, Montclair High School is authorized to participate in the approved interschool athletic activities sponsored by the NJSIAA,

NOW THEREFORE BE IT RESOLVED that the Montclair Board of Education hereby adopts the provisions of the Constitution, By-laws, Rules and Regulations of the NJSIAA as rules of this Board of Education and further agrees to enforce and abide by such rules.

l. Resolution re: Reaffirmation of Existing Board of Education Bylaws and Policies

WHEREAS, New Jersey Statutes, Title 18A, pertaining to education, require that Bylaws and Policies of a Board of Education be reaffirmed regularly at the time of the reorganization of said Board of Education.

NOW, THEREFORE, BE IT RESOLVED that the existing bylaws and policies of the Montclair Board of Education be, and hereby, are reaffirmed.

m. Resolution re: Reaffirmation of Existing Board of Education Curricula

WHEREAS, N.J.S.A. 18A, State statutes pertaining to education, requires that a Board of Education approve and adopt all curricula,

NOW, THEREFORE, BE IT RESOLVED that the existing curricula of the Montclair Board of Education (attached) be, and hereby, are readopted, effective immediately and until such time as modified by the Board of Education.

n. Resolution re: Reaffirmation of Existing Board of Education Textbooks

WHEREAS, N.J.S.A. 18A:34-1, requires that a Board of Education approve and adopt all textbooks,

NOW, THEREFORE, BE IT RESOLVED that the attached list of existing textbooks of the Montclair Board of Education be, and hereby, are readopted, effective immediately and until such time as modified by the Board of Education.

o. Resolution re: Request for Tax Levy from Township of Montclair

NOW, THEREFORE, BE IT RESOLVED that the Montclair Board of Education does hereby approve the request for tax levy from the Township of Montclair for the school year 2011-2012 the amount of \$97,509,698 as per the attached schedule.

p. Resolution re: Schedule of Meetings for 2011-2012

WHEREAS, the open public meeting act requires that all board meetings be advertised in advance,

NOW, THEREFORE, BE IT RESOLVED that the Montclair Board of Education approves the attached schedule of meetings for the 2011-2012 school year, and

BE IT FURTHER RESOLVED that the Montclair Board of Education authorizes the board secretary to advertise these meetings.

q. Resolution re: Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials 2011-2012 School Year

WHEREAS, the Memorandum of Agreement was designed to ensure cooperation between law enforcement and education officials and ultimately to protect the educational environment, and

WHEREAS, recent events in New Jersey and throughout the nation have made clear that while schools are generally safe places for students or staff members, a wide range of offenses are occasionally committed on school property, during operating school hours or during school-related functions and activities, and

WHEREAS, it is understood and agreed that there is a demonstrable need for law enforcement and education officials to cooperate and share information as appropriate to address acts of violence or potential acts of violence by students that may occur off of school property or at times other than during

regular schools hours, and that may involve victims or potential victims that are not members of the school community,

NOW, THEREFORE, BE IT RESOLVED that the Montclair Board of Education approves the Uniform State Memorandum of Agreement between Education and Law Enforcement Officials as required by N.J.A.C. 6:29-10.1 and 6:29-10.3 (b) 14 and,

BE IT FURTHER RESOLVED that the Board of Education further agrees to comply with the guidelines pertaining to New Jersey Administrative Code, and

BE IT FINALLY RESOLVED that copies of this agreement be forwarded to the State Department of Education.

Seconded by *Dr. Allen-McMillan* and approved by a roll call vote:

	AYE	NAY	ABSTAIN	ABSENT
Angelica Allen-McMillan	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Tanya Coke	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Robin Kulwin	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Leslie Larson	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Shelly Lombard	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Norman Rosenblum	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Deborah Wilson	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>

3. Board Committee Appointments

*Dr. Allen-McMillan* moved to approve the following resolution:

- a. Resolution re: Appointment of Members to the Montclair Board of School Estimate

RESOLVED, that *Deborah Wilson* and *Robin Kulwin* be, and hereby are, appointed to serve as members of the Montclair Board of School Estimate, until the next organizational meeting of the Board and until the appointment and qualification of their respective successors.

- b. Resolution re: appointment of Members to the Communication Committee

RESOLVED, that *Norman Rosenblum*, and *Tanya Coke*, be, and hereby are appointed to represent the Montclair Board of Education on the Communications Committee, until the next organizational meeting of the Board and until the appointment and qualification of their successors.

- c. Resolution re: Appointment of Members to the Montclair Curriculum Committee

RESOLVED, that *Angelica Allen-McMillan* and *Leslie Larson* and *Tanya Coke* be, and hereby are appointed to represent the Montclair Board of Education on the Montclair Curriculum Committee, until

the next organizational meeting of the Board and until the appointment and qualification of their successors.

d. Resolution re: Appointment of Legislative Chairperson

RESOLVED, that *Tanya Coke* and *Norman Rosenblum* be, and hereby is, appointed Legislative Chairperson, until the next organizational meeting of the Board and until the appointment and qualification of their successors.

e. Resolution re: Appointment of Members to the Special Needs Committee

RESOLVED, that *Angelica Allen-McMillan*, and *Norman Rosenblum* be, and hereby are appointed to represent the Montclair Board of Education on the Special Needs Committee, until the next organizational meeting of the Board and until the appointment and qualification of their successors.

f. Resolution re: Appointment of Members to the Personnel Committee

RESOLVED, that *Deborah Wilson*, *Leslie Larson*, and *Robin Kulwin* be, and hereby are appointed to represent the Montclair Board of Education on the Personnel Committee, until the next organizational meeting of the Board and until the appointment and qualification of their successors.

g. Resolution re: Appointment of Members to Serve on the Facilities and Enrollment Advisory Committee as Liaisons

RESOLVED, that *Shelly Lombard* be, and hereby are appointed as the Board of Education liaisons to serve on the Facilities and Enrollment Advisory Committee, until the next organizational meeting of the Board and until the appointment of their respective successors.

h. Resolution re: Appointment of Members to Serve on the Advisory Board of Montclair fund for Educational Excellence

RESOLVED, that *Deborah Wilson* be, and hereby is appointed as the Board of Education member to serve on the Advisory Board of the Montclair Fund for Educational Excellence, Inc., hereby is appointed as alternate, until the next organizational meeting of the Board and until the appointment of their respective successors.

i. Resolution re: Appointment of Representative to Essex County School Boards Association

RESOLVED, that *Shelly Lombard* be, and hereby is appointed to represent the Montclair Board of Education at the Essex County School Boards Association, hereby is appointed as alternate representative, until the next organizational meeting of the Board and until the appointment and qualification of their successors.

- j. Resolution re: Board Representatives to the Montclair Community Intervention Alliance

RESOLVED, that *Shelly Lombard* be, and hereby is, appointed to serve as Board Representative to the Montclair Community Intervention Alliance, until the next organizational meeting of the Board and until the appointment and qualification of their successors.

- k. Resolution re: Board Representative to PTA Council

RESOLVED, that *Robin Kulwin*, *Shelly Lombard*, and *Leslie Larson* be, and hereby is, appointed to serve as Board Representative to PTA Council of the Montclair Public Schools hereby is appointed as alternate representative, until the next organizational meeting of the Board and until the appointment and qualification of their successors.

- l. Resolution re: Delegate to Urban School Boards Committee of the New Jersey School Boards Association

RESOLVED, that *Shelly Lombard* be, and hereby is, appointed to represent the Montclair Board of Education as delegate to the Urban School Boards Committee of New Jersey School Boards Association, hereby is appointed as alternate delegate until the next organizational meeting of the Board and until the appointment and qualification of their successors.

- m. Resolution re: Delegate to the New Jersey School Board Association

RESOLVED, that *Shelly Lombard* be, and hereby is, appointed to represent the Montclair Board of Education as delegate to the New Jersey School Boards Association, hereby is appointed as alternate delegate, until the next organizational meeting of the Board and until the appointment and qualification of their successors.

- n. Resolution re: Election of Board of Education Members to Serve as a Member of the Representative Assembly of the Essex Regional Education Services Commission

WHEREAS, pursuant to N.J.S.A. 18A:6-61 et seq., the Board of Education of the Township of Montclair must elect one of its members to represent it on the Representative Assembly of the Essex Regional Educational Services Commission; and

WHEREAS, the Board of Education of the Township of Montclair has held such an election among its members;

NOW, THEREFORE, BE IT RESOLVED that the Executive Director of the Essex Regional Education Services Commission be notified that *Norman Rosenblum* has been duly elected as a member of the Representative Assembly of the Essex Regional Educational Services Commission, and

BE IT FURTHER RESOLVED that a copy of the minutes indicating such election be forwarded to the Executive Director of the Commission.

Seconded by Deborah Wilson and approved by a roll call vote:

	AYE	NAY	ABSTAIN	ABSENT
Angelica Allen-McMillan	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Tanya Coke	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Robin Kulwin	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Leslie Larson	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Shelly Lombard	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Norman Rosenblum	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Deborah Wilson	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>

I. COMMENTS FROM THE SUPERINTENDENT

*Dr. Alvarez* welcomed Tanya Coke and Norman Rosenblum to the Board. He congratulated Shelly Lombard and Leslie Larson for their reappointments at President and Vice President.

Dr. Alvarez announced that the SVPA production of Little Shop of Horrors was absolutely superb. It was truly a Broadway level production.

Dr. Alvarez announced that an external consultant will be conducting a validation study at the High School to review data of minority students that are close to achieving as highly as the Caucasian students. He stated that this will give some good data and will tell a good story about closing the achievement gap at the High School.

Dr. Alvarez announced that he has been invited to participate on a State level committee- the Common Core Curriculum Standard and Robin Kulwin will represent the Montclair Board of Education on that committee.

Dr. Alvarez announced that there will be approximately 44 staff members retiring at the end of the year. He also announced that this years' graduation speaker will be a Montclair High School Alumni, Carlos Lejnieks.

J. COMMENTS FROM THE BOARD PRESIDENT

Mrs. Lombard welcomed Tanya Coke and Norman Rosenblum to the Board. She thanked the board members for the ongoing hard work.

K. COMMENTS

1. PTA  
None.



2. MEA

Marge Astorino stated the Montclair Education Association (MEA) will give two scholarships at the Senior Awards on June 2 in the amount of \$1,800 each. She announced that the MEA will host the retirement dinner tomorrow night at the Valley Regency.

L. COMMENTS FROM THE PUBLIC – AGENDA ITEMS

The Board allowed time for the public to comment on agenda items.

M. MINUTES

*Mrs. Kulwin* moved to approve the following minutes:

- a. Public Board Meeting held on Monday, April 25, 2011
- b. Public Board Meeting held on Monday, May 2, 2011

Seconded by *Dr. Allen-McMillan* and approved by a roll call vote:

	AYE	NAY	ABSTAIN	ABSENT
Angelica Allen-McMillan	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Tanya Coke	<u>      </u>	<u>      </u>	<u>  x  </u>	<u>      </u>
Robin Kulwin	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Leslie Larson	<u>      </u>	<u>      </u>	<u>  x  </u>	<u>      </u>
Shelly Lombard	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Norman Rosenblum	<u>      </u>	<u>      </u>	<u>  x  </u>	<u>      </u>
Deborah Wilson	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>

N. GENERAL RESOLUTIONS

Resolution re: Approval of School Field Trips

*Mrs. Wilson* moved to approve the following resolution:

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 class work,

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

SCHOOL FIELD TRIPS						
DATE OF TRIP	SCHOOL	GRD	TEACHER	DESTINATION	COST	PURPOSE
5-23-11	Edgemont	1	Hart	Meadowland Environmental Ctr. Lyndhurst, NJ	0	Explore a wetlands environment
6-7-11	Edgemont	4	Plaskow	Ellis Island National Monument, Liberty State Park	\$12	Study of immigration in Northeast region
5-23-11	Edgemont	4	Plaskow	Franklin Mineral Museum, Franklin NJ	\$15	Study of rocks and minerals, mining and fossils
5-19-11	MHS	10-12	Stein	Montclair State University	0	Youth Summit on participatory action research
5-25-11	MHS	8-12	Rubin	Caldwell College	0	Essex County Math League Competition
5-18-11	MHS	10-12	Pancheekha	NJIT, Newark NJ	0	Chemistry Olympics competition
6-14-11	Bullock	5	Lowy	Nishuane Pool	0	This is a traditional end of the year fifth grade activity for student bonding
6-20-11	Bullock	K	Cataneo	Turtle Back Zoo	\$6	To enhance the kindergarten study of animals and their habitats
6-17-11	Bullock	5	Coe	Liberty Science Center	0	This is a science related field trip that demonstrates a relationship between people and pollinators.
6-10-11	Bullock	2	Kuwabara	Poricy Park Conservancy, Middletown NJ	\$10	Culminating activity to Fossil & Dinosaur Earth Science Unit. Students go fossil hunting for remains from the Cretaceous Period.
6-1-11	Bullock	3-5	Grier	Alstede Farms, Chester NJ	\$15	Students will be able to participate in planting, harvesting and animal care at a working farm.
5-23-11	Hillside	4-5	Bartol	Presby Iris Gardens, Montclair	0	Supports science skills in observation, seasonal change in combination with artis in residence program with MAM

SCHOOL FIELD TRIPS						
DATE OF TRIP	SCHOOL	GRD	TEACHER	DESTINATION	COST	PURPOSE
6-16-11	Hillside	5	Powell	Meadowland Environment Center, Lyndhurst NJ	\$15	Estuary Explorers Program, Study history of NJ Marshlands
5-20-11	Mt. Hebron	6-8	Cool	High Note Festival. Dorney Pk Allentown, PA	\$50	Students have been working all year to participate in a national Music Festival. Students will learn from judges responses.
5-25-11to 5-26-11	Mt. Hebron	8	Thomas	Boston, MA	\$370	The trip is the culmination of the Book It Reading Incentive program.
6-2-11 to 6-3-11	Mt. Hebron	7	Thomas	Washington DC	\$342	This trip is the culmination of the Book it Reading Incentive program
6-3-11	Mt. Hebron	6	Thomas	Philadelphia, PA	\$150	This trip is the culmination of the Book It Reading Incentive program
6-20-11	Glenfield	7	Blemonte	Six Flags Great Adventure, Jackson NJ	\$48	End of year RYW trip
6-20-11	Watchung	K	Olson	Brookdale Park	\$6	End of the year celebration

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

Seconded by *Mr. Rosenblum* and approved by a roll call vote:

	AYE	NAY	ABSTAIN	ABSENT
Angelica Allen-McMillan	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Tanya Coke	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Robin Kulwin	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Leslie Larson	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Shelly Lombard	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Norman Rosenblum	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Deborah Wilson	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>

O. BUSINESS

1. Resolution re: Monthly Budget Reports and Bills and Claims

*Dr. Allen-McMillan* moved to approve the following resolution:

RESOLVED that pursuant to N.J.A.C.6A:23-2.11<sup>3</sup>, 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)<sup>4</sup>, 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 May, 2011 in the amount of \$2,429,435.99, and the attached Appropriation Adjustments for the month of April, 2011 in the amount of \$67,980.47 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 \$8,500,000.00 for the month of April, 2011

BE IT FINALLY RESOLVED that the Montclair Board of Education acknowledges Receipts of the attached Budget Reports for the month of April, 2011, and the Secretary's Report for the month of April, 2011.

Seconded by *Mrs. Kulwin* and approved by a roll call vote:

	AYE	NAY	ABSTAIN	ABSENT
Angelica Allen-McMillan	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Tanya Coke	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Robin Kulwin	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Leslie Larson	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Shelly Lombard	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Norman Rosenblum	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Deborah Wilson	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>

2. Resolutions

a. Resolution re: Approval of MECC Lease for 2011-2012 School Year

*Ms. Larson* moved to approve the following resolution:

WHEREAS, the Montclair Board of Education (Board) is the owner of certain property located at 22 Valley Road, Montclair, New Jersey, and

WHEREAS, Montclair Early Childhood Corporation (MECC) is a nonprofit child care service organization duly organized under the laws of the State of New Jersey, which continues to offer a child care program for children in the Montclair community, and

WHEREAS, the Board has determined not to dispose of the Available Property by reason that the Available Property may, at some future time, again be required for school purposes, and

WHEREAS, N.J.S.A. 18A:8.2(a) permits the Board in such circumstances to lease such property to a nonprofit child care organization, duly incorporated under the laws of the State of New Jersey, such as MECC, by private agreement for a nominal fee and without advertisement for bids, and

WHEREAS, representatives of the Board and the MECC have reached agreement upon the form of lease to be utilized, which form of lease the Board has reviewed and believes to be appropriate under the circumstances, and

WHEREAS, the Lease provides that the MECC shall construct and operate a pre-kindergarten program for children residing within the Township of Montclair, and that the lease will terminate if such Pre-K program shall cease, or the Board, in the future shall require the property for school purposes, and

WHEREAS, the Board believes approval of the proposed lease with the MECC is in the best interests of the School District, the Township of Montclair, its students, residents, and taxpayers,

NOW, THEREFORE, BE IT RESOLVED by the Montclair Board of Education that, pursuant to N.J.S.A. 18A:20-8.2(a), the Board hereby determines that the Available Property is not necessary for school purposes, and

BE IT FURTHER RESOLVED that the Board hereby approves the renewal of the Lease with the MECC and directs and authorizes the Board President to execute same on its behalf.

Seconded by *Mrs. Kulwin* and approved by a roll call vote:

	AYE	NAY	ABSTAIN	ABSENT
Angelica Allen-McMillan	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Tanya Coke	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Robin Kulwin	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Leslie Larson	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Shelly Lombard	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Norman Rosenblum	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Deborah Wilson	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>

- b. Resolution re: Approval of Rental Lease with Salvation Army Community Center, 2011-2012 School Year

*Ms. Larson* moved to approve the following resolution:

WHEREAS, the Montclair Board of Education has been offered space by the Salvation Army Community Center for use by special education students transitioning from 12th grade into adult life at age 21 to work with them in a collaborative relationship with our Transition Program for the 2011-2012 school year,

NOW, THEREFORE, BE IT RESOLVED that the Board of Education approves a lease agreement at no fee with Salvation Army Community Center, 13 Trinity Place, Montclair, New Jersey, for the 2011-2012 school year.

Seconded by *Mrs. Kulwin* and approved by a roll call vote:

	AYE	NAY	ABSTAIN	ABSENT
Angelica Allen-McMillan	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Tanya Coke	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Robin Kulwin	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Leslie Larson	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Shelly Lombard	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Norman Rosenblum	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Deborah Wilson	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>

**\*\* The following item was tabled:**

- c. **Resolution re: Approval of Lease Agreement for the Montclair Neighborhood Development Corporation, 2011-2012 School Year**

WHEREAS, the lease agreement with the Montclair Neighborhood Development Corporation for classroom facilities in Glenfield School may be mutually renewed by agreement of both parties,

NOW, THEREFORE, BE IT RESOLVED that the Montclair Board of Education does hereby approve the lease agreement (attached) for the 2011-2012 school year, and

BE IT FURTHER RESOLVED that the Montclair Board of Education does hereby direct the School Business Administrator to execute the above mentioned lease.

- d. Resolution re: Rental Agreement with the Township of Montclair 2011-2012 School Year

*Ms. Coke* moved to approve the following resolution:

WHEREAS, the Montclair Board of Education and the Township of Montclair have exchanged the use of facilities in the past, and

WHEREAS, the Montclair Board of Education utilizes the Township's tennis courts, the ice hockey arena and other Township facilities, and

WHEREAS, the Township of Montclair utilizes the Montclair Board of Education's athletic fields, gymnasiums and other facilities, and  
 WHEREAS, the Director of Plant Operations of the Montclair Board of Education and the Director of Parks, Recreation and Cultural Affairs of the Township of Montclair mutually schedule these events, and

WHEREAS, it is in the best interest of the taxpayers of the Township of Montclair to exchange these facilities on a rent free basis,

NOW, THEREFORE, BE IT RESOLVED that the Montclair Board of Education does hereby approve the exchange of use of facilities with the Township of Montclair on a rent free basis as described above, and

BE IT FURTHER RESOLVED that the Montclair Board of Education does hereby approve this agreement as an exception to its Board Rental Policy, and extends the current agreement for the period beginning July 1, 2011, through June 30, 2012.

Seconded by *Ms. Larson* and approved by a roll call vote:

	AYE	NAY	ABSTAIN	ABSENT
Angelica Allen-McMillan	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Tanya Coke	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Robin Kulwin	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Leslie Larson	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Shelly Lombard	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Norman Rosenblum	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Deborah Wilson	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>

**\*\*The following items were tabled:**

- e. **Resolution re: Rental Agreement with the YMCA, 2011-2012 School Year**

WHEREAS, the YMCA utilizes some of the Montclair Board of Education's schools and the Pre-K for the purpose of providing before and after care services and summer camp, and

WHEREAS, it is in the best interest of the taxpayers of the Township of Montclair to use these facilities on a rent-free basis,

NOW, THEREFORE, BE IT RESOLVED that the Montclair Board of Education does hereby approve the use of facilities with the YMCA on a rent-free basis as described above, and

BE IT FURTHER RESOLVED that the Montclair Board of Education does hereby approve this agreement as an exception to its Board Rental Policy and implements this agreement for the period beginning July 1, 2011, through June 30, 2012.

f. **Resolution re: Rental Agreement with the Glenfield Task Force for 2011-2012 School Year**

WHEREAS, the Montclair Board of Education and the Glenfield Task Force entered into a special rental agreement on August 20, 1987, relative to the use of the Glenfield School, and

WHEREAS, said agreement authorizes the Glenfield Task Force to assist in coordinating requests for the use of Glenfield School by the community, and

WHEREAS, said agreement authorizes the Glenfield Task Force to occupy and use the Community Suite in Glenfield School, and

WHEREAS, the Montclair Board of Education recognizes Glenfield School as a special site for expanded community use,

NOW, THEREFORE, BE IT RESOLVED that the Montclair Board of Education does hereby extend this special rental agreement for the 2011-2012 school year subject to the Task Force acknowledging that they are aware of the Board policy regarding the use of school buildings for political purposes and will abide by it, and

BE IT FURTHER RESOLVED that there shall be no rental charge for the Glenfield Task Force's use of the Community Suite and that agencies scheduled for non-school use of the Glenfield School shall pay rental rates established by Board Policy #1330, and

BE IT FINALLY RESOLVED that the extension to this agreement shall commence on July 1, 2011, and continue in effect until further action of the Board.

g. **Resolution re: Approval of Submission of Renewal Application for Temporary Instructional Space for Off-Site Use – Salvation Army Community Center, 2011-2012**

*Mrs. Wilson* moved to approve the following resolution:

WHEREAS, N.J.A.C. 6:22-6.1 requires approval of the County Superintendent for off-site facilities, and

WHEREAS, the Montclair Board of Education has been offered space by the Salvation Army Community Center for use by special education students transitioning from 12<sup>th</sup> grade into adult life at age 21 to work with them in a collaborative relationship with our Transition Program, and

WHEREAS, the Salvation Army Community Center, located at 13 Trinity Place, has space available in classrooms 4 and 5 which include a fully functioning kitchen and a coffee shop room designed with job training in mind,

NOW, THEREFORE, BE IT RESOLVED that the Montclair Board of Education approves the submission of a substandard facility renewal application (attached) for an off-site location.

Seconded by *Ms. Larson* and approved by a roll call vote:



	AYE	NAY	ABSTAIN	ABSENT
Angelica Allen-McMillan	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Tanya Coke	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Robin Kulwin	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Leslie Larson	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Shelly Lombard	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Norman Rosenblum	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Deborah Wilson	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>

- h. Resolution re: Report by the Board of Secretary to the Board of Education Concerning the use of Minnie A. Lucey School Property for 2011-2012 School Year

*Ms. Coke* moved to approve the following resolution:

WHEREAS, the Board of Education determined in 1982 that the Minnie A. Lucey School Property was no longer needed for public school purposes, and

WHEREAS, the Board of Education advertised and received bids for the lease and conveyance of the Minnie A. Lucey School property for use as a preschool child care and education facility according to the provision of New Jersey Statutes 18A:20-6 and other relevant statutes, with the understanding that at the end of the lease period, the property would be conveyed in fee simple to the successful bidder for a nominal consideration under N.J.S.A. 18A:20-9, so long as the property is used solely for preschool child care and education purposes, and

WHEREAS, one bid was received in the amount of \$200,000 on November 16, 1982, which bid met all of the specifications developed for the Board of Education by the firm of McCarter and English, and on November 22, 1982 the Board of Education, awarded this bid to the sole bidder, the Montclair Child Development Center, Inc., and executed a three-year lease beginning December 1, 1982, with the understanding that at the end of the lease period the Board of Education would convey to the Montclair Child Development Center, Inc., for a nominal consideration pursuant to N.J.S.A. 18A:20-9, the property leased, that is, the Minnie A. Lucey School and grounds, and

WHEREAS, the lease period ended November 30, 1985, and the Board of Education conveyed the property to the Montclair Child Development Center, Inc. for the nominal consideration of \$1.00 pursuant to N.J.S.A. 18A:20-9 with the provision in the deed that in the event that the premises are no longer used solely for pre-school child care and education purposes, title to the property shall revert to the Board of Education. Said conveyance was authorized by a Board of Education resolution on April 14, 1986, and

WHEREAS, said resolution directed that the Board Secretary determine annually whether the premises are being used solely for pre-school child care and education purposes in conformance with N.J.S.A. 18A:20-9 and the deed restriction and report on the status of the property to the Board of Education at the beginning of each school year,

NOW, THEREFORE, BE IT RESOLVED that the Board Secretary hereby reports to the Board of Education that the premises are being used solely for pre- school child care and education purposes in conformance with N.J.S.A. 18A:20-9 and the deed restriction.

Seconded by *Ms. Larson* and approved by a roll call vote:

	AYE	NAY	ABSTAIN	ABSENT
Angelica Allen-McMillan	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Tanya Coke	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Robin Kulwin	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Leslie Larson	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Shelly Lombard	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Norman Rosenblum	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Deborah Wilson	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>

- i. Resolution re: Approval of Conference and Travel Expenses

*Mrs. Kulwin* moved to approve the following resolution:

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 AND TRAVEL EXPENSES					
<u>CONFERENCE</u>	<u>BOARD MEMBER/ EMPLOYEE</u>	<u>SCHOOL DEPT.</u>	<u>ESTIMATED COST</u>	<u>EDUCATIONAL PURPOSE</u>	<u>LOCATION</u>
Teachers College Reading and Writing Summer Institute	Kristen Kaelin	Bullock	\$350.00	This training seminar will provide essential professional development and will improve literacy instruction based on the	NY, NY

				common core standards.	
AP Summer Institute Spanish Literature	Silvia Jankowski	MHS	\$900.34	This conference will prepare her for instructing students taking AP Literature and will enable the use of modern concepts to correct the students to the Spanish Literature World.	East Farmingdale, NY
Pearson	Guy Whitlock Tara Berger	Mt. Heb. Mt. Heb.	\$105.00 \$119.00	To learn techniques for utilizing digital media as an education tool in furtherance of STEM magnet theme.	New Orleans, LA
ISTE-2011	Guy Whitlock	Mt. Heb.	\$1,358.76	This conference will provide critical professional development for the building administrator of the District's new middle school STEM Magnet.	Philadelphia, PA
Confratute	Nilaya Mussa	Nish.	\$1,325.00	To learn best practices and strategies for meeting the needs of gifted and talented students, increasing engagement for all students and further development of Nishuane's gifted and talented magnet theme.	Stors, Connecticut

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 *Mr. Rosenblum* and approved by a roll call vote:

	AYE	NAY	ABSTAIN	ABSENT
Angelica Allen-McMillan	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Tanya Coke	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>

Robin Kulwin	<u>    x    </u>	<u>          </u>	<u>          </u>	<u>          </u>
Leslie Larson	<u>    x    </u>	<u>          </u>	<u>          </u>	<u>          </u>
Shelly Lombard	<u>    x    </u>	<u>          </u>	<u>          </u>	<u>          </u>
Norman Rosenblum	<u>    x    </u>	<u>          </u>	<u>          </u>	<u>          </u>
Deborah Wilson	<u>    x    </u>	<u>          </u>	<u>          </u>	<u>          </u>

3. Contract Awards

a. Resolution re: Award of Contracts for Professional Services 2011-2012 Fiscal Year

*Ms. Larson* moved to approve the following resolution:

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,

WHEREAS, the Montclair Board of Education has in past years received proposals from various firms providing said professional services, has appointed these firms as the appropriate agents for the Montclair Board of Education, and has been satisfied with the performance of these individual firms during the 2010-2011 fiscal year,

NOW THEREFORE BE IT RESOLVED that the Montclair Board of Education, after careful study and due deliberation does hereby appoint the architectural firm of Richard Rigolo as the Architect of Record for the Montclair Board of Education at a fee of 10% of the cost estimate or actual bid, whichever is lower. For projects with a budget of more than \$50,000, the Board reserves the right to solicit proposals from other architects. The Montclair Board of Education does hereby appoint the engineering firm of Energy for America, Inc. as the Engineer of Record at a fee of 8.25% of the actual bid; said architectural and engineering appointments being made pursuant to 18A:18A-5(a)1, "Professional Services", and

BE IT FURTHER RESOLVED that the Montclair Board of Education does hereby appoint: Lincoln National as 403B and 457 tax shelter deferred annuity plans and Bruce Linger as agent at no fee to the district; and John Daly of Wells Fargo Insurance Services to be retained as Insurance Agent with a fee of \$2,000; said appointments being made pursuant to 18A:18A-5(a) 10 "insurance, including the purchase of insurance coverage and consultant services,...", and

BE IT FURTHER RESOLVED that the Montclair Board of Education does hereby appoint the firm of Edu-Met Interactive Systems Company for the maintenance of computerized software at an annual fee of \$48,515; said appointment being made pursuant to 18A:18A-4.1a, and

BE IT FURTHER RESOLVED that the Montclair Board of Education does hereby appoint the firm of Educational Data Services Inc. for the provision and coordination of joint, computerized competitive bidding services at a fee of \$13,280, and

BE IT FURTHER RESOLVED that the Montclair Board of Education does hereby appoint the firm of Century Consultants for the maintenance of Starbase, our student attendance program at an annual fee of \$23,358; said appointment being made pursuant to 18A:18A-41a, and

BE IT FURTHER RESOLVED that the Montclair Board of Education, after careful study and due deliberation does hereby appoint the firm of Unum Provident Corporation to administer our Long Term Disability coverage for the 2011-2012 school year at an estimated annual rate of \$33,000.00,

BE IT FURTHER RESOLVED that the above mentioned appointments be made for the 2011-2012 fiscal year, and

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

Seconded by *Mrs. Kulwin* and approved by a roll call vote:

	AYE	NAY	ABSTAIN	ABSENT
Angelica Allen-McMillan	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Tanya Coke	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Robin Kulwin	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Leslie Larson	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Shelly Lombard	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Norman Rosenblum	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Deborah Wilson	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>

*Dr. Allen-McMillan* moved to approve the following resolutions:

- b. Resolution re: Award of Contract for Maintenance and Repair Work Various Trades, Time and Material

Topic: School supplies 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.

Background Information: In accordance with the provisions of N.J.S. 18A:18A-4, specifications were developed for maintenance and repair work, various trades, time and material basis by the firm of Educational Data Services, Inc. for the Educational Cooperative Pricing System. Sealed, competitive public bids for maintenance and repair work various trades, times and material were advertised and subsequently received by the Educational Services Commission of Morris County, host for Mocescom (Morris County) Cooperative School District Bids (North Group), Essex/Hudson/Passaic Cooperative School District Bids (North Group), West/Central Cooperative School District Bids (South Group), Southern Cooperative School District Bids (South Group), and Bergen Cooperative School District Bids (North Group). Educational Data analyzed the results of the bids and recommends a contract award as shown on Attachment A.

Superintendent's Recommendations: In accordance with the recommendations of the firm of Educational Data Services, I recommend that the Montclair Board of Education award a contract to the low bidders as per Attachment A for period April 1, 2011, through March 31, 2012.

- c. Approval of the Renewal of Contract for Tree Trimming and Pruning Services 2011-2012 School Year

Topic: New Jersey Statutes 18A:18A-42 permits the yearly renewal of a contract for a period not exceeding three additional years for materials, supplies or services required on a recurring basis without further solicitation for bids when materials and services continue to meet the original specifications and any increase in contract cost shall not exceed the change in the index rate for the 12 months preceding the most recent quarterly calculation available at the time the contract is renewed.

Background Information: In accordance with Public School Contract Law, specifications were prepared, advertised, and sealed bids received on December 22, 2009, for Tree Trimming and Pruning Services for the 2010-2011 school year. A contract was awarded to Montclair Tree Experts, 118 Summit Avenue, Montclair, New Jersey, 07043, and they have offered to renew their contract for the 2011-2012 school year at last year's renewal rates.

Superintendent's Recommendations: Since the service supplied by the low bidder continues to meet the original specifications, I recommend that the Montclair Board of Education renews the contract for Tree Trimming and Pruning Services to Montclair Tree Experts for the school year 2011-2012 at the terms and conditions as stated in their letter of April 30, 2011 (see attachment).

- d. Approval of the Renewal of Contract for Custodial Cleaning 2011-2012 School Year

Topic: New Jersey Statutes 18A:18A-42 permits the yearly renewal of a contract for a period not exceeding three additional years for materials, supplies or services required on a recurring basis without further solicitation for bids when materials and services continue to meet the original specifications and any increase in contract cost shall not exceed the change in the index rate for the 12 months preceding the most recent quarterly calculation available at the time the contract is renewed.

Background Information: In accordance with Public School Contract Law, specifications were prepared, advertised, and sealed bids received on June 4, 2008 for Custodial Cleaning for the 2008-2009 and 2009-2010 school years. A contract was awarded to Pritchard Industries, who we renewed with for 2010-2011 and who has offered to renew their contract for 2011-2012 at a 2.5% increase, which is the current CPI rate.

Superintendent's Recommendations: Since the service supplied by the low bidder continues to meet the original specifications, I recommend that the Montclair Board of Education renews the contract for Custodial Cleaning to Pritchard Industries for the school year 2011-2012 at the terms and conditions as stated in their letter of May 12, 2011 (see attachment).

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

AYE

NAY

ABSTAIN

ABSENT

Angelica Allen-McMillan	<u>    x    </u>	<u>          </u>	<u>          </u>	<u>          </u>
Tanya Coke	<u>    x    </u>	<u>          </u>	<u>          </u>	<u>          </u>
Robin Kulwin	<u>    x    </u>	<u>          </u>	<u>          </u>	<u>          </u>
Leslie Larson	<u>    x    </u>	<u>          </u>	<u>          </u>	<u>          </u>
Shelly Lombard	<u>    x    </u>	<u>          </u>	<u>          </u>	<u>          </u>
Norman Rosenblum	<u>    x    </u>	<u>          </u>	<u>          </u>	<u>          </u>
Deborah Wilson	<u>    x    </u>	<u>          </u>	<u>          </u>	<u>          </u>

P. COMMENTS

1. Members of the Public

The Board allowed time for the public to comment on general topics.

2. Board Members

*Mrs. Wilson* welcomed the new board members and stated she looks forward to working with them.

*Dr. Allen-McMillan* welcomed the new board members and stated she looks forward to partnership with them.

*Ms. Larson* stated that she had the pleasure of spending time with Tanya Coke at the New Jersey School Boards Association meeting. She stated that she attended the STARS awards ceremony and it was well attended. She met with Health and Wellness and stated that their mission is to focus on having a coordinated school health program where the individual schools can focus on the health and well-being of their school community.

*Mrs. Kulwin* stated that she attended the Montclair Fund for Educational Excellence (MFEE) Toast to the Teachers fund raising event at Edgemont School. She congratulated the retirees on their retirement.

*Ms. Coke* stated she had the pleasure of attending the New Jersey School Boards Association and the New Jersey PTA Joint Legislative training session. It was very sobering. She looks forward to serving on the Legislative Committee and giving the Board regular updates.

*Mr. Rosenblum* stated the School Boards Association just passed a resolution saying that they would be in favor of communities having a say in whether a charter school is approved in their community. He thanked everyone for their warm welcome.

*Mrs. Lombard* stated that everyone should attend the Toast to the Teachers events in the district. She spoke about the Powder Puff Football League and Sister's on the Run show to raise money to donate to the domestic violence program.

Q. ANNOUNCEMENT OF FUTURE MEETING DATES

The next meeting of the Board of Education will be held on Monday, June 6, 2011 and will open at 6:00 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.

R. ADJOURNMENT

At 8:48 p.m. *Mrs. Kulwin* moved to adjourn the meeting; seconded by *Ms. Larson* and approved by a vote of 7-0.

Respectfully submitted,

Dana Sullivan  
Board Secretary