

MINUTES OF THE WORKSHOP BOARD MEETING  
HELD MONDAY, MARCH 5, 2012 AT 7:00 P.M.  
141 PARK STREET, MONTCLAIR, NEW JERSEY

A. RESOLUTION FOR EXECUTIVE SESSION

At **7:06 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: *personnel report and out of district placements*.

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 *Ms. Coke* and approved by a vote of 6-0.

B. EXECUTIVE SESSION

C. RETURN TO OPEN SESSION

D. STATEMENTS

The meeting reconvened at **7:40 p.m.**

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

1. On Thursday, May 19, 2011 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.

“Please be advised that this meeting is considered a public meeting under the law and may be taped, broadcasted, used or reproduced in ways and in mediums beyond the control of the Board of Education. Individual statements and opinions expressed are solely those of the speakers and do not necessarily represent the Montclair Board of Education.

Please keep in mind that if you directly disclose personally identifiable information or personally sensitive data regarding yourself or others during this public meeting, this information may be collected and used by others. Accordingly, the Board asks that members of the public be courteous and mindful of the rights of other individuals when speaking. Specifically, comments regarding students and

employees of the Board are discouraged and will not be responded to by the Board. Students and employees have specific legal rights afforded to them by the laws of New Jersey. The Board bears no responsibility nor will it be liable for any comments made by members of the public. Speakers should therefore carefully evaluate their statements for individual consequences under the law, and should obtain any appropriate professional advice prior to speaking.”

#### E. THE PLEDGE OF THE ALLEGIANCE

The Pledge of Allegiance occurred at **7:42p.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>    10    </u>	
Members of the Public	<u>    50    </u>	
Members of the Press	<u>    1    </u>	

#### G. MINUTES

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

Executive Session Board Meeting held on Thursday, February 23, 2012

Seconded by **Mrs. Kulwin** and approved by a vote of 6-0 with 0 abstentions.

#### H. SUPERINTENDENT'S REPORT

##### 1. Gateway Presentation

**Mr. James Earle**, Principal at Montclair High School and **Mr. Mark Walters**, Guidance Counselor at Montclair High School presented information to the Board about the Essex County Gateway to College program. There were four students present that spoke about their experience in the Gateway program.

##### 2. **John Porcelli, Linda Bowers, Mitch Heisler** presented information on the need to install artificial turf on Henningburg field.

3. *John Bonsteel*, President of Boar of Trustees of the Adult School along with *Judy Weston*, *Betsy Grinsburg*, *Walter Springer* and *Johnie McCarron* spoke on behalf of the Adult School.

4. MEA

*Gayl Shephard*, President of the Montclair Education Association spoke about World Language being brought back to the elementary schools in the district and presented letters and videos that showed the benefits.

Ms. Shephard stated that the Board should address the infrastructure of the buildings first and then move to the outside. The district saved \$135,000 by cutting subject matter leaders and department chairs from the arts, world language, physical education, science, and social studies. Ms. Shephard requested that the Board restore this line of the budget in order to begin rebuilding the District's foundation.

5. Discussion of the 2012-2013 Operating Budget

*Mrs. Sullivan* spoke about the following highlights of the budget:

- No increase to tax levy
- Additional revenue identified from fund balance and state aid
- Additional resources provided for instruction and student support
- No reduction to existing programs or staff
- \$1.9 million under state CAP of 2%
- \$950,000 deposit into Capital Reserve account

Mrs. Sullivan spoke about the following break down for sources of revenue of the budget:

Source	Actual 11-12	Proposed 12-13	% Change
Local tax levy	\$97,509,698	\$97,509,698	0%
Basic state aid	\$4,648,780	\$6,586,651	41.7%
Extraordinary aid	\$425,000	\$600,000	41.2%
Spec ed Medicaid	\$79,459	\$80,853	1.8%
Fund balance	\$3,280,919	\$5,646,392	72.1%
Prior year's PO's	\$42,233	0	-100%
<u>Other revenue</u>	<u>\$335,000</u>	<u>\$335,000</u>	<u>0%</u>
Total Operating Budget	\$106,321,089	\$110,758,594	4.2%
Adult School	\$499,520	\$557,554	11.6%
Education jobs fund	\$299,536	\$0	-100%

Special revenue	\$4,379,511	\$2,913,122	-33.5%
Total Budget	\$111,499,656	\$114,229,270	2.4%

Mrs. Sullivan stated that although more state aid was received than anticipated, percentage of the budget supported by state aid is still well below the percentage from years ago.

Mrs. Sullivan stated that last year the tax levy decreased by 3.6%, and this year there is a flat tax levy.

Mrs. Sullivan spoke about changes to the operating budget as follows:

- Deposit into capital reserve in the amount of \$950,000
- Staffing additions in the amount of \$828,000
- Programs/Services in the amount of \$243,000
- One-time expenses in the amount of \$1,219,000
- Health insurance in the amount of \$926,000
- Aides (added during 11-12) in the amount of \$150,000
- CO Admin (vacancies during 11-12) in the amount of \$122,000
- Property /liability insurance in the amount of \$48,000
- Loss of Education jobs funds in the amount of \$299,000
- Other salary increases (returns from LOA's, etc) in the amount of \$120,000
- Decrease in all other accounts (\$505,000)

Total increase to the operating budget amounts to \$4,400,000

Mrs. Sullivan spoke about some of the following staffing additions made in the district:

- .8 Full Time Equivalent Mandarin Teachers were added and \$213,315 was added to the budget due to loss of the FLAP grant.
- 2.0 Full Time Equivalent High School Teachers –SLC's in the amount of \$100,000.
- 3.0 Full Time Equivalent SAC's –Elementary in the amount of \$150,000.
- 1.0 Full Time SPED-Inclusion Specialist in the amount of \$90,000
- 2.5 Full Time MS Literacy Teachers in the amount of \$125,000
- 1.0 Full Time MS Match Coaches in the amount of \$50,000
- .4 Full Time MS Math/SCI Teachers in the amount of \$25,000
- .5 Full Time Elementary Physical Education Teachers in the amount of \$25,000
- 0.6 Full Time Nurse in the amount of \$30,000
- 1.0 Nurse's Aide in the amount of \$25,000

Total Staffing increase of 12.8 Full Time Equivalent Positions amounts to \$828,315

Mrs. Sullivan spoke about the other increases to the budget as follows:

- IMANI in the amount of \$36,000
- MS after school programs in the amount of \$17,000

- Sister to Sister program in the amount of \$5,000
- SPED-Pre-k child find in the amount of \$60,000 (reallocation)
- Teachers College Partnership in the amount of \$80,000
- Summer programs in the amount of \$14,570
- Elementary report card revision in the amount of \$10,000
- Education Excellence for NJ – teacher evaluation in the amount of \$20,000

Total other increases to budget programs amounts to \$242,570

Mrs. Sullivan also spoke about the one-time expenses as follows:

- Server Virtualization in the amount of \$130,000
- Mt. Hebron infrastructure in the amount of \$100,000
- Mt. Hebron learning labs in the amount of \$140,000
- Technology Equipment for all schools in the amount of \$300,000
- Planetarium upgrade in the amount of \$75,000
- MHS facilities improvements in the amount of \$100,000
- Textbooks in the amount of \$374,000

The total of the one-time expenses amounts to \$1,219,000

*Mrs. Sullivan* stated that the *Capital Budget* is a 5-year model for planning purposes but we are requesting approval for 1-year which is the 2012-2013 school year in the amount of \$3.8 million and include the following:

- Roofing in the amount of \$749,000
- HVAC in the amount of \$50,000
- Site Improvements in the amount of \$ 40,000
- Environmental in the amount of \$ 50,000
- Heningburg Field in the amount of \$933,000
- Other Projects in the amount of \$2,047,000

Mrs. Sullivan went on to explain about the costs for roofing and health and safety repairs as follows:

- Roofing
  - High School Auditorium and Science in the amount of \$690,000
  - Bradford in the amount of \$59,000
- Other
  - Boiler replacement and repairs to central heat plant in the amount of \$575,000
  - Sidewalks/Concrete repairs in the amount of \$336,000
  - Masonry/Waterproofing in the amount of \$283,000
  - Exhaust Repairs in the amount of 15,000
  - Kitchen Repairs in the amount of \$110,000

Mrs. Sullivan spoke about the costs for educational/aesthetics as follows:

- Mt. Hebron in the amount of \$370,000
  - Renovate classroom into Project Lead the Way Lab
- Nishuane Gym in the amount of \$18,000
  - Painting
- Renaissance Carpet and Floor Replacement in the amount of \$55,000
- Heningburg Field in the amount of \$933,000
  - Renovate and install Artificial Turf

Mrs. Sullivan concluded that other projects included in the capital budget include the following:

- District Wide Repairs
  - HVAC repairs in the amount of \$50,000
  - District wide Site Improvements in the amount of \$40,000
  - Environmental Issues in the amount of \$50,000
  - Floor Replacements in the amount of \$50,000
  - Security in the amount of \$30,000
  - Window repairs in the amount of \$20,000
- High School Cafeteria
  - Lights and ceiling replacement in the amount of \$63,000
- George Inness
  - Door replacements gyms and locker rooms in the amount of \$63,000
- Nishuane
  - Clock Replacements in the amount of \$28,000
- Northeast
  - Gutter replacement in the amount of \$16,000

## I. BOARD OF EDUCATION REPORTS

**The following items were tabled:**

### Committee Reports

- a. Budget Committee
- b. Communications Committee
- c. Curriculum Committee
- d. Facilities and Enrollment Advisory Committee
- e. Personnel Committee
- f. Special Needs Committee

## J. COMMENTS

1. PTA  
None.

2. MEA  
None.

K. COMMENTS FROM THE PUBLIC – AGENDA ITEMS AND NON-AGENDA ITEMS

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

L. GENERAL RESOLUTIONS

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

1. Resolution re: Adoption of 2012-2013 School Calendar

WHEREAS, the Board of Education is required to annually adopt the school calendar for the staff, and

WHEREAS, the school calendar for 2012-13 has been previously submitted to the board and public for input and was approved, now therefore,

BE IT RESOLVED; that the Montclair Board of Education adopt the School Calendar for the 2012-2013 school year.

2. Approval of the Revised 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 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
4-27-12	Renaissance	7	Garzon	Poetry Café Montclair Public Library	0	Public speaking and poetry delivery.
5-11-12	Renaissance	7	Garzon	Revolutionary Walk, Mtc.	0	Part of culminating activities for the year, American History
4-3-12	Renaissance	7	Garzon	Metropolitan Opera House, NYC	\$15	Metropolitan Opera Dress Rehearsal, entire 7 <sup>th</sup> grade has taken opera

SCHOOL FIELD TRIPS						
DATE OF TRIP	SCHOOL	GRD	TEACHER	DESTINATION	COST	PURPOSE
3-9-12 and 3-16-12	Renaissance	7	Khan	Chelsea Art Galleries, NYC	\$5	Trip exposes students to an authentic fine arts experiences that focus on contemporary art being made today
5-18-12	Renaissance	7	Garzon	Great Swamp, Basking Ridge, NJ	\$5	Experiencing Ecology, students photograph ecosystems, areas with different levels of succession and food chains for multimedia presentation
3-24-12	Glenfield	6-8	Kitts	Chatham Middle School	\$20	MS Theatrefest, an acting competition for MS students
4-5-12	Glenfield	8	Rose	Clearview Clairidge Theatre	\$5	Viewing of the movie "To Kill a Mockingbird: as culmination of Language Arts classes reading and study of the novel
3-28-12	Mt. Hebron	7-8	McDonald	Bellevue Theater	\$7	The students will view and analyze the film, The Hunger Games, for the themes of equity and ecology and relate to previous lessons on dystopias
Ongoing until June, 2012	Mt. Hebron	7-8	Taneja	Walking trips around Mt. Hebron	0	Architectural sketching of neighborhood buildings
3-19-12	Hillside	4-5	Bermeo	Amici Café, Mtc	\$3	Students are examining the problems & developing solutions associated with school/home lunch form the perspectives of the waste, nutrition and social climate



SCHOOL FIELD TRIPS						
DATE OF TRIP	SCHOOL	GRD	TEACHER	DESTINATION	COST	PURPOSE
3-5-12	Hillside	4-5	Park	MHS	0	Montclair Youth Explosion Concert Rehearsal
3-26-12	Hillside	4	Senior	Hearst Building, NYC	0	Magazine drive winners-to observe and participate in discussions tour of a green building in NY
4-25-12	Northeast	3-5	Alday	MSU	0	To generalize physical therapy ;and socialization skills in the community via a field day event at MSU guided by the Special Olympics
3-23-12	Bullock	5	Grier-Jones	NJPAC	\$11	The purpose of this trip is to expose students the performing arts culture and live theatre experience

BE IT FINALLY RESOLVED that the field trips are approved in accordance with the New Jersey Department of education accountability regulations.

Seconded by *Ms. Coke* 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>

M. BUSINESS

- a. Resolution re: Adoption of 2012-2013 Tentative Budget

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

WHEREAS, the Montclair Board of Education has discussed and reviewed the proposed 2012-2013 Budget, and

WHEREAS, New Jersey Statutes Title 18A:7D-27 and the New Jersey State Department of Education prescribe the method, time and format for the submission of a proposed Budget to the County Superintendent of Schools,

NOW, THEREFORE, BE IT RESOLVED that the Montclair Board of Education, after careful study and due deliberation, does hereby approve the FY2012-2013 school district budget (under separate cover) for submission to the Essex County Superintendent:

	<u>Budget</u>	<u>Local Tax Levy</u>
General Fund	\$111,316,148	\$97,509,698
Separate Proposal	\$ 0	\$ 0
Special Revenue Fund	\$ 2,913,122	\$ 0
<b>Total Base Budget</b>	<b>\$114,229,270</b>	<b>\$97,509,698</b>

BE IT FURTHER RESOLVED that the Montclair Board of Education approves a deposit of \$950,000 into a capital reserve account,

BE IT FINALLY RESOLVED that this budget includes a maximum amount allotted for conference and travel of \$150,000, public relations of \$100,000 and legal fees of \$250,000.

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

	AYE	NAY	ABSTAIN	ABSENT
Angelica Allen-McMillan	_____x_____	_____	_____	_____
Tanya Coke	_____x_____	_____	_____	_____
Robin Kulwin	_____x_____	_____	_____	_____
Leslie Larson	_____x_____	_____	_____	_____
Shelly Lombard	_____x_____	_____	_____	_____
Norman Rosenblum	_____x_____	_____	_____	_____
Deborah Wilson	_____x_____	_____	_____	_____

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

- b. Resolution re: Appropriation of Additional Fund Balance-Adult School

WHEREAS, the Adult School has accumulated a fund balance from operations, and

WHEREAS, the estimated fund balance as of June 30, 2012, is \$76,007, and

WHEREAS, this balance is required to be appropriated in the following year,

NOW, THEREFORE, BE IT RESOLVED that the Montclair Board of Education approves the appropriation of the Adult School fund balance in the amount of \$76,007 for use by the Adult School for operations in the 2012-13 school year.

- c. Resolution re: Approval of Submission of NJSBAIG'S 2012 Safety Grant Program Application in the Amount of \$9,921.00

WHEREAS, the State Department of Education requires Boards of Education to approve application of submission of Safety Grant Program funds

NOW, THEREFORE, BE IT RESOLVED that the Montclair Board of Education approves the submission of the NJSBAIG's 2011 Safety Grant Program application for \$9,921.00.

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

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

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

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

CONFERENCE 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>
Managing Emotions Under Pressure	Janice Risimini	C. O.	\$149.00	It will teach her how to respond to parent's outbursts by using proactive strategies in stressful situations and will learn ways to eliminate bad habits and replace them with constructive behaviors.	Morristown, NJ

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>Not in Room</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

Resolution re: Award of Sale of 1990 Ford Ranger Pick Up with Plow

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

WHEREAS, personal property of the board of education no longer required for school purposes which may be sold for a profit are subject to the bidding requirements of New Jersey Statutes 18A:18A-45, and

WHEREAS, in accordance with Public School Contract Law, specifications were prepared, advertised, and sealed bids received on February 28, 2012, for the Sale of a 1990 Ford Ranger Pickup with Plow. Three (3) companies received copies of the bid sheet and two (2) bids were received. Results of the bids are shown on Attachment A,

NOW, THEREFORE, BE IT RESOLVED that the Montclair Board of Education awards the sale of a 1990 Ford Ranger Pickup with Plow to Liberty Motors, 1705-1707 Kennedy Boulevard, Jersey City, New Jersey, 07305, in the amount of \$553.99.

Seconded by *Ms. Coke* 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>          </u>	<u>          </u>	<u>    x    </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>

4. Resolution re: Approval of the Amended Personnel Report

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

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

NOW, THEREFORE, BE IT RESOLVED that the Board approves the Amended Personnel Report of March 5, 2012, including the indicated individuals who have been hired under the Emergent Hiring Procedures as required by law. (*Attachment A*)

Seconded by *Ms. Coke* 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>      </u>	<u>      </u>	<u>  x  </u>	<u>      </u>

N. COMMENTS FROM MEMBERS OF THE BOARD

None.

O. ANNOUNCEMENT OF FUTURE MEETING DATES

The next meeting of the Board of Education will be held on Monday, March 19, 2012 and will open at 7:00 p.m. public but will go immediately into executive session. The meeting will reconvene in public approximately at 7:30 p.m. in the Atrium of the George Innes Annex, 141 Park Street.

P. ADJOURNMENT

At *10:40 p.m.* *Ms. Larson* moved to adjourn the meeting; seconded by *Mrs. Kulwin* and approved by a vote of 7-0.

Respectfully submitted,

Dana Sullivan  
Board Secretary