

SCHOOL BOARD notes

Board of Directors OK's New Headquarters

An environmentally friendly headquarters and high-tech conference center will house NJSBA operations starting in 2009, under a plan approved by the Board of Directors Friday.

Centrally located near the New Jersey Turnpike, the \$18-million facility will include modern meeting space for NJSBA training programs and will have distance-learning capability. Its completion will fulfill a goal of NJSBA's 2005-2008 Long Range Plan, which calls for a "state-of-the-art" headquarters building accessible to the membership. The Long Range Plan was adopted by the Board of Directors in September 2005.

Getting to Construction The Board of Directors' vote followed the recommendation of the NJSBA Construction Review Committee to approve the architect's rendering of a 51,174-square-foot two-story



Architect's rendering of NJSBA's new headquarters and conference center in central New Jersey. NJSBA anticipates completion of the member-accessible, environment-friendly building in 2009. (SNS Architects & Engineers, P.C.)

building and to budget \$18 million for its construction. The project includes integration of natural light with the heating, cooling and electrical systems, preservation of open space on the property, and the use of earth-friendly materials, according to SNS Architects & Engineers, P.C., of Montvale.

By agreeing to budget \$18 million for the new building, the board directed NJSBA to—

- Immediately list for sale its current headquarters in Trenton, as well as

its field offices in West Caldwell and Voorhees Township. (The Association's Manalapan facility is already on the market.)

- Apply \$10.5 million in liquid assets toward construction costs. (These funds include \$4 million in proceeds anticipated from the sale of the four buildings, plus \$6.5 million previously transferred into capital reserve from surplus.)
- Secure a \$7.5-million loan for the balance of the construction costs and convert the loan to a mortgage upon completion of the project.

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NJSBA Seeks Input on 'Burden of Proof' Bill

NJSBA issued an alert this week about A-4076, released by the state Assembly Education Committee on May 14. The bill would place the burden of proof on local school districts in *all* challenges to special education students' individual education programs.

The alert will enable board members and administrators to take an online survey and provide information to NJSBA about their districts' experiences and concerns with the issue.

A-4076 would circumvent a 2005 U.S. Supreme Court ruling, which held that the

burden of proof in special education cases is properly placed upon the party bringing the challenge—usually the parents.

NJSBA plans to meet with the Public Advocate to address concerns raised by special education parents in a constructive way.

"Members' suggestions about ways school districts and parents can address issues that precede due process hearings would be helpful in our preparation for the meeting," said NJSBA's chief lobbyist, Mike Vrancik. 🍷



NJSBA ONLINE

"What's New" at www.njsba.org?

The State of the Association Learn about NJSBA's progress toward its Long Range Plan through an online address by NJSBA Executive Director Edwina M. Lee.

New Headquarters continued

Cost Adjustments The decision to immediately place the West Caldwell and Voorhees offices on the market reflects changes from earlier plans. The move to sell the buildings now—along with the decision to seek financing—was prompted by an increase in estimated construction costs from \$10-12 million in 2005 to \$18 million today.

The architect's rendering, approved Friday, scaled back office space from original plans, but left in place a conference center considered essential to future membership services. The conference space will eliminate fees NJSBA now pays to hotels and other facilities for its training events and meetings. Additionally, the conference center will provide NJSBA with revenue through rental to outside organizations.

No Service Reduction "Like a number of school districts, NJSBA found itself facing construction costs that escalated well beyond original estimates," said Kevin E. Ciak, president. "The Board of Directors, however, has approved a plan that would allow the project to go forward with no intention of either reducing member services or increasing dues to pay for the building."

The annual cost of carrying a \$7.5-million mortgage on the new building will be approximately \$500,000, according to the Construction Review Committee. To cover the cost, NJSBA will increase *non-member* revenue from Annual Workshop and other programs and services and will develop new fee-based services.

No Impact on Operating Surplus Strategies to develop new services will help drive

the Association toward its long-term goal of decreasing reliance on dues revenue. NJSBA plans to shift its revenue base away from the previous 90/10 ratio of dues to non-dues revenue and over to a 60/40 dues/non-dues revenue base. The plan to finance the new building will not affect the surplus, or "rainy-day fund," that the Board of Directors requires NJSBA to include in its operating budget.

The facility will include modern meeting space for training programs and will have distance-learning capability. Its completion will fulfill a goal of NJSBA's 2005-2008 Long Range Plan.

In November 2006, NJSBA purchased the 10-acre site for the new headquarters in Hamilton Township, Mercer County, for \$1.6 million. The purchase price was authorized by the Board of Directors in March 2006. The site is located a short distance from Exits 3 and 5 of Interstate 195 and about three miles from New Jersey Turnpike Exit 7A.

Build vs. Renovate Purchase of the land followed months of research by an eight-member ad hoc Facilities Committee, which examined the capacity and structural conditions of NJSBA's existing Trenton headquarters and its three field locations.

The facilities committee determined that the renovations needed to keep the Trenton headquarters in operation would not be a cost-effective use of Association funds. Furthermore, the existing building, along with its small parking capacity, could not meet NJSBA's future membership service needs.

To read more about the plans for NJSBA's new facility, visit www.njsba.org/newfacility. 🍷

The NJSBA Construction Team

Construction of NJSBA's new headquarters is under the guidance of a nine-member committee of local school board members, appointed by NJSBA President Kevin E. Ciak last fall.

The Board of Directors authorized the committee to approve building design, contracts and cost estimates. The committee anticipates that NJSBA will break ground for the project in mid-2008, with construction completed 12 months later.

Committee members include – Raymond R. Wiss, Northern Valley Regional Board of Education, chairman; John Bulina, NJSBA vice president for finance, Tabernacle Township; Kevin E. Ciak, president, Sayreville; Harry J. Delgado, vice president for county activities, South Brunswick; Robert Iannacone, Galloway Township; Everett J. Jennings, East Orange; Patrick D. McGuinness, Alexandria Township; Eva M. Nagy, vice president for legislation/resolutions, Franklin Township, Somerset County; and Patti J. Pawling, immediate past president, Barrington Borough.

Michael McClure of the Maple Shade Board of Education serves as liaison between the Construction Review Committee and NJSBA's Audit Committee.

Earlier this year, the Construction Review Committee selected SNS Architects & Engineers, P.C., of Montvale (www.sns-arch-eng.com) as the project's architect; Maser Consulting, P.A., of Hamilton (www.maserconsulting.com) as the consulting engineer for site development and infrastructure; and Cambridge Associates of Toms River as construction manager.



Seeking Workshop Volunteers

Help make Workshop 2007 a success!

Volunteer to be an aide, evaluator, or a group session leader. In addition to providing a valuable service, you will be recognized in the *Workshop Program Book*.

- Aides make sure everything runs smoothly,

greet people and distribute handouts.

- Evaluators distribute and collect evaluation forms.
- Group Session chairs introduce speakers and moderate question-and-answer periods.

For a volunteer form, please contact NJSBA's Inservice Education Department at (888) 886-5722, ext. 5232, or visit www.njsba.org/workshop.

Buried in Paper?

*Save Time, Money (and
Trees!) with Paperless
Board Meeting Services*

The average board spends a whopping \$5,000 per year on postage, messengers and paper meeting materials! Eliminate all that paper and review agendas, memos, reports, spreadsheets, and other documents online in a virtual library.

NJSBA's **Paperless Board Meeting Service** is a secure, convenient and effective way to communicate. You don't need a Webmaster or special hardware. Plus, it increases the effectiveness of your board with convenient features like public surveys and event calendars.

Put an end to paper, photocopying and postage costs. Enroll your district today!

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order and get 20
percent off each service for
your first year.**

Ask about our 90-day free trial!



Sign Up for Certified Board Leader Courses: July 14

NJSBA is offering its members an opportunity to earn credits toward their Certified Board Leader (CBL) designation through an array of interesting courses on Saturday July, 14.

Morning and afternoon sessions will be offered at the Middlesex Regional Educational Services Commission in Piscataway. Programs include –

- **Presentation Skills** Overcome one of the most common fears—public speaking. Learn how to assess and engage your audience, set objectives, plan your presentations and deliver your message more effectively. 9 a.m. to 4 p.m.; two credits.
- **Planning & Executing Effective Meetings** Develop the skills you need to run effective meetings. Learn how to develop agendas, review legal requirements, practice building consensus before decisions and explore your board's oversight role. 9 a.m. to 4 p.m.; two credits.
- **Problem Solving/Decision Making** Whether your board is wrestling with a serious issue or just trying something new, it needs to make sound decisions. Learn a practical 7-step process that will help you and your board make decisions that can be supported by everyone involved. 9 a.m.– noon; one credit.
- **Engaging the Public** Learn ways you can educate the members of the public about their schools, while helping the board achieve its goals. Learn how to analyze your community's access to information, identify

community leaders, develop engagement initiatives and implement “best practice” strategies. 1 to 4 p.m.; one credit.

Program Costs Registration fees for Presentation Skills and Planning & Executing Effective Meetings are \$125 each and include course materials, Continental breakfast and lunch.

Problem Solving/Decision Making costs \$65 and includes materials and Continental breakfast.

The registration fee for Engaging the Public is \$65 and includes materials and afternoon refreshments.

Get a Deal You may register for both the Problem Solving/Decision Making and Engaging the Public programs at a reduced price of \$125—and we'll include lunch for free.

Registration To register, ask your district business administrator to contact Heidi Bullock at (888) 886-5722, ext. 5217, or hbullock@njsba.org.

Work Together to Build a Quality Leadership Team

When members of a school district's leadership team have a solid, professional working relationship, they focus on the critical issues that serve children's needs and promote student achievement.

NJSBA's *Board-Superintendent Institute* is the place to forge that crucial relationship.

Formerly offered in the winter, the program will be held this year June 29-30 at the Princeton Marriott Hotel and Conference Center at Forrestal.

The highly interactive Board-Superintendent Institute begins Friday evening and ends late Saturday afternoon.

Attendees will spend most of the program

in small groups, led by an NJSBA Field Service or Inservice staff members. Exercises build from session to session, culminating in the development of a district plan that can be brought back to a local board meeting for discussion and possible implementation.

The more participants a district signs up, the more productive the experience will be.

Carole E. Larsen Award This year, there is a new incentive to encourage participation in the Institute – the Carole E. Larsen Master Board Certification. If your board is already certified through the NJSBA Board Member Academy, has held a full-day retreat and has conducted a self-evaluation within the last three years, it can be one of the first to earn Master Board Certification. The award will be presented at Workshop 2007 in Atlantic City.

To qualify for this designation, however, your superintendent and seven out of nine members of your board (or five members of a seven-member board, three of a five-member board, etc.) must also attend the Institute.

Board Member Academy Credits If a district sends the requisite number of members to the Institute, three Board Certification or Board Recertification credits also will be awarded. Individual members will earn three credits towards their Certified Board Member or Master Board Member designations.

Enrollment is limited. Ask your district business administrator to contact Heidi Bullock at (888) 886-5722, ext. 5217, to register.

Cost is \$252 per person and includes meals and materials. Room accommodations must be made separately with the Marriott or other area hotels. For rooms at the Marriott, district business administrators should call (609) 452-7800 and ask for the NJSBA rate.



Board of Directors Highlights

The NJSBA Board of Directors met Friday, May 18, 2007 in Plainsboro. Action at the meeting included the following:

- Heard report on High School Redesign.
- Viewed video presentation on NJSBA Long Range Plan for 2006-2007.
- Heard report from Construction Review Committee.
- Approved architect's rendering and budget for NJSBA new headquarters building.
- Approved minutes of the March 31, 2007 Board of Directors meeting.
- Approved 2nd reading and adopted Gover-

nance and Operations policy 4148, *Emergency and Disaster Preparedness*.

- Approved 2nd reading and adopted revised Governance and Operations policies 6000 Series (*Programs and Services*) and related policies.
- Approved 1st reading, waived 2nd reading, and adopted Governance and Operations policies 4113.11 (*Flex Time*), 4113.13 (*Telecommuting*), 4113.14 (*Working from Home*).
- Approved 1st reading, waived 2nd reading, and adopted technical changes to various NJSBA operations policies.
- Approved request for NJSBA to donate \$5,000 to the Center for Public Education. The funds will be taken from NJSBA's account for the Alliance for Competitive Energy Services, revenues from which can

only be applied toward efforts to advance public education.

High School Reform



Jay Doolan, assistant commissioner for the New Jersey State Department of Education, addressed NJSBA's Board of Directors about the state's High School Redesign Initiative on May 18.

SPRING SCHOOL LAW FORUM 2007

June 7, 2007
9 a.m. – 2 p.m.

Holiday Inn of East Windsor
(formerly Ramada National Conference Center)

Learn about cutting-edge developments in school law. Practicing school board attorneys will share research and their experience in addressing the latest court decisions, administrative rulings, and statutes and code that affect public education and school district governance.

Get the latest information on:

- Certificate Suspension and Revocation
- NJQSAC – The New Jersey Quality Single Accountability Continuum
- Practicing before the School Ethics Commission
- Affirmative Action Investigations
- School Law Changes



Academy Credits: 1

CBM Core Areas: School Law, Policy, Board Operations, Relationships

MBM Core Areas: School Law, School/Community Relationships

CBL Status: Not eligible for credit

To register or for more information, call Heidi Bullock at (888) 886-5722, ext. 5217, or complete the coupon below and fax it to (609) 695-2934.

Please register me for the **Spring School Law Forum 2007**, Holiday Inn of East Windsor (formerly Ramada National Conference Center), June 7, 2007, 9 a.m – 2 p.m.

Registration Fee: \$150 per Member \$225 per Non-member
 Payment enclosed Bill Board (Voucher enclosed)*

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Return to: New Jersey School Boards Association, Business Department, Attention: Heidi Bullock
413 W. State Street, P.O. Box 909, Trenton, New Jersey 08605-0909 or FAX: (609) 695-2934

*If you wish to be billed and a voucher is required for your records, please send it with your registration to avoid duplication. Travel directions will be provided when your registration is confirmed.

Delegates in Focus



School board members from throughout New Jersey participated in NJSBA's semi-annual Delegate Assembly May 19 at the Lakeside Conference Center in Plainsboro.

Nearly 130 people attended the morning session, where delegates adopted a resolution calling for consistent application of state fiscal accountability requirements. Policies adopted by the Delegate Assembly guide NJSBA's advocacy before the state Legislature and the courts.

Next week's *School Board Notes* will include a summary of the meeting.

C A L E N D A R

June 4

Burlington County SBA Spring Dinner, Indian Springs Golf Club, Marlton, 6 p.m.

June 5

Cape May County SBA Spring Dinner, Abbey Holmes Estate, Cape May Court House, 6:30 p.m.

Hudson County SBA Spring Dinner, Puccini's, Jersey City, 6 p.m.

June 6

Ocean County SBA Spring Dinner, Charlie Brown's, Forked River, 6 p.m.

Warren County SBA 3R's Program, Allamuchy Township School, 7 p.m.

June 7

Monmouth County SBA Spring Dinner, Salt Creek Grille, Rumson, 6 p.m.

Legislative Day, NJSBA Headquarters, 9 a.m.

June 8-10

New Board Member Orientation, Lakeside Conference Center, Plainsboro.


June 8

Executive Committee Planning Meeting, Princeton Marriott Hotel at Forrestal, Princeton, 6:30 p.m.



Denotes NJSBA Board Member Academy Program

For more information about county school boards association activities, visit www.njsba.org and select the name of the appropriate county association.

 School Board Notes is printed on recycled paper using vegetable ink.

School Board Notes is published as a weekly supplement to *School Leader*, the official bimonthly journal of the New Jersey School Boards Association. Mailed to board members, superintendents and school business administrators or affiliated school boards as part of membership dues. Subscriptions may be purchased at the following prices. *School Board Notes*: members, \$27.50; non-members, \$55; *School Leader*, members, \$17.50; non-members, \$35.00. Members are all New Jersey school board members and staff of districts in good standing. ©2005

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SCHOOL BOARD NOTES

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