

EAST WINDSOR REGIONAL SCHOOL DISTRICT, HIGHTSTOWN, NJ 08520

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION
October 28, 2013**

The Board of Education of the East Windsor Regional School District, Hightstown, NJ, held a Regular Meeting on Monday, October 28, 2013 at 7:30 p.m. in the Hightstown High School Cafeteria at 25A Leshin Lane, Hightstown, NJ.

Members Present: Pete Bussone, Paul Connolly, Suzann Fallon, Bonnie Fayer (arrived 7:35 p.m.)
Christine Harrington, Robert Laverty, Kennedy Paul, Alice Weisman
Members Absent: Lisa Abel (with advance notice)
Also Present: Dr. Edward Forsthoffer, CSA
Thaddeus Thompson, SBA/Board Secretary
Lee Hutchinson, o/b/o David Coates, as Board Legal Counsel

1. WELCOME/SUNSHINE NOTICE

Board President Robert Laverty called the meeting to order at 7:30 p.m. and read the Open Public Meeting Act Statement as follows: "Written advance notice of this meeting has been given in accordance with law. Minutes of this meeting are being kept by the Board Secretary and will be made available to any member of the public requesting them from the Board Secretary at the Administration building, 25A Leshin Lane, Hightstown, NJ. Minutes will be provided at cost and in accordance with Board policy."

Mr. Laverty asked "Are there any Board members present who believe this meeting to be in violation of the Open Public Meeting Act?" No one objected. "There being none, we may proceed."

Fire Code Compliance: Mr. Laverty made the following announcement: "In compliance with the fire code of the State of New Jersey, I call your attention to the emergency exits for this room, which are located.... (Mr. Laverty pointed to the emergency exits.)"

2. PLEDGE OF ALLEGIANCE

3.A. APPROVAL OF AGENDA

Mr. Paul moved seconded by Ms. Fallon, to approve the agenda with an addendum to staffing.

- On a roll call vote of the Board, motion to approve was carried unanimously.

3.B RESOLUTION: EXECUTIVE SESSION

Mr. Paul moved, seconded by Ms. Fallon, to approve the following resolution:

BE IT RESOLVED, that the Board of Education of the East Windsor Regional School District will hold two closed sessions during its Meeting on Monday, October 28, 2013.

These closed sessions concern:

- Student Matters – Bullying

Minutes of these closed sessions will be available in accordance with board policy when the need for confidentiality no longer exists.

4. RECOGNITIONS: 2014 National Merit Scholarship Program

High school principal Dennis Vinson, introduced each honoree, and provided a brief summary of the scholarship program to the Board and audience. The honorees of the **2014 National Achievement Scholarship Program** are:

- Outstanding Participant – Oluwole O. Odusola
- Commended Students – Mathew Dolan, Sonia Kelkar, Courtney T. Lenzo, Alexandra Nickerson
Yu Sheng Rong
- Semifinalist – Daniel C. Cohen

These seven Hightstown High School seniors were recognized for their participation in this year's National Merit Scholarship Competition (NMSC). A letter of commendation from the NMSC, which conducts the program, was presented to these scholastically talented students. The National Merit Scholarship Program (NMSP) is an academic competition for recognition and scholarships. High school students enter the National Merit Program by taking the Preliminary SAT/National Merit Scholarship Qualifying Test (PSAT/NMSQT®)—a test which serves as an initial screen of approximately 1.5 million entrants each year—and by meeting published program entry/participation requirements. Of the 1.5 million entrants, some 50,000 with the highest PSAT/NMSQT® Selection Index scores qualify for recognition in the NSMP. In September, these high scorers were notified through their schools that they have qualified as either a Commended Student or Semifinalist.

Senior Oluwole Odusola of Hightstown High School is among some *3,100 Outstanding Participants* in the National Achievement Scholarship Program being referred to U.S. colleges and universities. These students scored in the top three percent of more than 160,000 Black Americans who requested consideration in the 2014 National Achievement Program when they took the 2012 Preliminary SAT/National Merit Scholarship Qualifying Test. A roster of these students' names, high schools, and tentative college major choices is being sent to about 1,500 colleges and universities for consideration.

Daniel Cohen is one of 16,000 *Semifinalists* across the country out of 1.5 million in the 59th annual National Merit Scholarship Program. The nationwide pool of Semifinalists, representing less than one percent of U.S. high school seniors, includes the highest scoring entrants in each state. Cohen will have the opportunity to continue in the final round of the competition for some 8,000 National Merit Scholarships worth about \$35 million that will be offered next spring. We hope in the early spring to recognize him as a winner

Mathew H. Dolan, Sonia Kelkar, Courtney Lenzo, Alexandra Nickerson and Yu Sheng Rong have been named as *Commended Students*. These seniors are among the approximately 34,000 students throughout the nation being recognized for their exceptional academic promise. Although they will not continue in the 2014 competition for National Merit Scholarships, Commended Students placed among the top five percent of more than 1.5 million students who entered the 2014 competition by taking the 2012 Preliminary SAT/National Merit Scholarship Qualifying Test.

"The young men and women being named Commended Students have demonstrated outstanding potential for academic success," commented a spokesperson for NMSC. "These students represent a valuable national resource; recognizing their accomplishments, as well as the key roles their schools play in their academic development, is vital to the advancement of educational excellence in our nation. We hope that this recognition will broaden their educational opportunities and encourage them as they continue their pursuit of academic success."

Mr. Vinson along with Dr. Forsthoffer and the Board offered their congratulations to these seven exceptional students.

5. FIRST OPPORTUNITY FOR PUBLIC COMMENT

No one spoke.

6. FIRST OPPORTUNITY FOR BOARD MEMBERS' COMMENTS

Ms. Fayer reminded everyone about the upcoming elections. She noted that the local League of Woman Voters is sponsoring a candidate forum currently being shown on the local cable channels, and encouraged all to vote.

Ms. Harrington congratulated the students who were recognized this evening.

Ms. Harrington discussed her attendance at three workshops during the recent NJSBA annual conference. She attended *Achieve NJ* which reviewed major changes in the teacher evaluation process, and *Superintendent Evaluation* (Sessions 1 & 2), which she noted is one of the Board's most important tasks each year and that usage of the online system is encouraged so every Board member has the opportunity to independently evaluate the CSA.

7. PRESENTATION: SPRING 2013 NJASK RESULTS

Michael Dzwonar, Assistant Superintendent of Curriculum and Assessment, gave his annual presentation and analysis of the NJASK test results. Mr. Dzwonar explained the data, and compared it to last year's results. He spoke on the State mandates that all school districts are dealing with regarding curriculum, and the tests and assessments we can expect moving forward. After the presentation, a question and answer period was held. A copy of the handouts provided to the Board are available for review in the district Curriculum and Assessment office and Board Secretary's office

8. SECOND READING OF BOE POLICY

A. POLICY 7520 – LOAN OF SCHOOL EQUIPMENT – (REVISED/RECOMMENDED)

Mr. Paul moved, seconded by Ms. Fallon, that Policy 7520 be approved on second reading.

- On a roll call vote of the Board motion to approve was carried unanimously.

9. ANNOUNCEMENTS

Dr. Forsthoffer spoke on the following topics:

- Thanked Mr. Dzwonar for his comprehensive report on the NJASK test results.
- Informed the Board that permission slips were sent out to parents for the student climate survey. Parents and staff will also be able to participate.
- We have a new tractor for fertilizing and seeding the district grounds/fields.
- Noted and thanked Assistant Superintendent Debbie Feaster for her hard work on the QSAC Statement of Assurance. We scored 100 %.
- We have a busy month of November approaching with half days, conferences and elections.
- Congratulations to Boys Soccer - CVC champs
- Noted that Girls Soccer and Field Hockey teams are still in State tournaments.

10. EXECUTIVE SESSION - Not needed.

11. SECOND OPPORTUNITY FOR PUBLIC COMMENT

No one spoke.

12. SECOND OPPORTUNITY FOR BOARD MEMBERS' COMMENTS

Ms. Fallon spoke in reference to the recent Board discussion regarding whether the anniversary of the 9/11 tragedy is recognized in our schools. She asked what the common core suggests about terrorism and fanaticism, and is it included in the education process at all. She noted that this can be a topic for future discussion, as we should commemorate the events of that date in some way.

Dr. Forshtoffer agreed that mention of the 9/11 attack should take place in some form at each school on the day's anniversary. He noted that every time the governor orders flags at half-mast an announcement is made at each school. He also agreed that we should research how fanaticism and terrorism are addressed in the common core.

Mr. Laverty commented that he feels it is important for students to learn how to process the information surrounding the events of that date. How to think critically about it and analyze the opinions, sources of information and how this event impacted the rest of the world.

Mr. Fayer thanked Mr. Dzwonar for his excellent presentation of the NJASK test results.

Ms. Harrington also thanked Mr. Dzwonar for his comprehensive presentation. Ms. Harrington also spoke on the Advanced Placement classes - would love to hear a progress report on them, and has noticed that we have lots of high school to college connections. She suggested that field trips to local college campuses might be advantageous.

Ms. Harrington commented on navigating the District Sharepoint website. She asked if there is an easier way to access board agenda items other than on Sharepoint.

Dr. Forsthoffer responded that there have been some glitches with it, but it is now much more manageable.

One of the Board members asked about the internet security issue we had been having recently. Dr. Forsthoffer responded with the steps we have taken to clean up our reputation and avoid it happening again. We are now fully back online.

Mr. Laverty commented that it is mostly a prevention issue. There's no end to how you need to remind someone to not share their password. A lot is at stake with having these lapses of security. He also commented on the Sharepoint website. He noted we would like to use it more for agenda items in the future. We will begin to post the financial reports on Sharepoint in near future. Suggested that maybe we could provide a link to access Sharepoint from our email.

Ms. Harrington thanked Dr. Forsthoffer for his hard work in implementing the school climate survey.

13. MOTION TO APPROVE ROUTINE ITEMS BY EXCEPTION

Mr. Paul moved, seconded by Ms. Fayer to approve the following agenda items by exception:

- A. Staffing
- B. Application to Join CJ Pride Minority Recruitment Consortium
- C. Bullying Report – October 14, 2013
- D. 2014-15 School Calendar
- E. Field Trips
- F. Travel & Related Expenses
- G. HHS Winter Sports Schedules
- H. MHK Winter Sports Schedules
- I. Approval of Revised K-5 ELA Curriculum to Align to NJDOE State's Model
- J. Professional Services for Students
- K. Approval of Minutes for September 30, 2013 regular meeting (*as amended at meeting*)*
- L. Agreements with Mercer County Vocational Technical Schools for 2013-14
 - 1. Career Technical Education Program
 - 2. Health Science Academy
- M. Board Secretary and Treasurer's Report for September, 2013
- N. Transfer Report for September, 2013
- O. Bill List for October 28, 2013
- P. Annual Statement of Assurance for Quality Single Accountability Continuum (QSAC)

Vote: On a roll call vote of the Board motion to approve the routine items was carried unanimously.

A. Staffing – as submitted.

B. Application to Join CJ Pride Minority Recruitment Consortium

CJ Pride is a Minority Recruitment Consortium where participating Boards of Education agree to work together to address their mutual goals for recruiting and retaining high quality and diverse faculties. The total cost for the 2013-14 school year is \$300.00

C. Bullying Report – October 14, 2013

D. 2014-15 School Calendar

The 2014-2015 School Calendar is submitted for board approval. Posted on District Website

E. Field Trips

FCCLA Club members to attend their 2013 Fall Leadership Connection

Pines Manor
2085 Lincoln Hwy, Edison, NJ

F. Travel & Related Expenses

S. Zircher	EMK	Dec. 6, 2013	Registration to attend NJAFPA Winter Training-PARCC Technology for Your District in Eatontown, NJ	149.00	149.00
M. Beckman M. Navarro	Student Services	Nov. 8, 2013	Two registrations to attend GSAPP 10th Annual Conference, New Brunswick, NJ	150.00	300.00
T. Sherrod M. Beckman	Student Services	Jan. 24, 2014	Two registrations to attend NJAPSA Conference "Staying Out of Legal Hot Water in Special Education", Long Branch, NJ	149.00	298.00
D. Bonilla	Payroll	Nov 18 & 20, 2013	Two training classes at Systems 3000, Eatontown, NJ	0.00	0.00
M. Beckman N. Barakat M. Navarro	Student Services	Dec. 6, 2013	Three registrations to attend Function Based Interventions Workshop, Cherry Hill, NJ	49.00	147.00
T. Sherrod T. Katz P. Nojiri	Student Services	Dec. 6, 2013	Three registrations to attend Kean University's Communication Disorders and Deafness Symposium, Hillside, NJ	120.00	360.00
D. Feaster E. Ogintz	Personnel	Oct. 30, 2013	Two registrations to attend Student Growth Objectives for Special Education, Monroe Township, NJ	149.00	298.00
Monthly Total					3,215.00
YTD Total					14,320.20

G. Approve HHS Winter Sports Schedules for the 2013-2014 school year.

H. Approve MHK Winter Sports Schedules for 2013-14 school year.

I. Approval of Revised K-5 ELA Curriculum to Align to NJDOE State’s Model Curriculum

The New Jersey Department of Education has assembled units aligned to the Common Core State Standards (CCSS) in English Language Arts & Literacy. The state’s model curriculum is intended to provide the Common Core State standards that are met, in whole or in part, during each English Language Arts unit. The recursive nature of English Language Arts instruction demands that standards be addressed at many levels and in many units throughout a grade level. The State is strongly recommending that the Assessments (from the model curriculum) be administered to measure how well students have met the targets, and, more important, what students still need to master. The goal is to use the results of this assessment data to effectively determine what interventions students need as they encounter increasingly complex text. Approval is requested for the adoption of this revision of the elementary curriculum alignment to the state’s model curriculum. The revised curriculum is posted on the Board Sharepoint page. It is recommended that the Board approve the adoption of this revision of the elementary curriculum alignment to the NJ DOE State’s model English Language Arts curriculum.

J. Professional Services for Students

The Office of Student Services requires services of consultants to provide students with disabilities and staff assigned to these students, services under the Individuals with Disabilities Act (IDEA).

Name	Type of Service	Rate
Educere, LLC	Home Instruction	Per Rate Schedule

K. Approval of Minutes for September 30, 2013 Regular Meeting (as amended)*

**Mr. Paul and Mr. Connolly noted that their comments were mixed up on the September 30th minutes. Mr. Thompson recorded the corrections and will amend the minutes accordingly for the permanent record. The amended minutes will be posted on District website and on file in Board Secretary’s office.*

L. Agreements with Mercer County Vocational Technical Schools for 2013-14

1. Career Technical Education Program

The High School currently has 39 regular education and 32 special education students who attend Mercer County Vo-Tech on a part time (shared time) basis in the Career-Technical Education (CTE) Program for the 2013-14 school year. These placements are facilitated through the high school guidance department. A list of the student's names are on file in the Board Secretary's office and the high school guidance office.

2. Health Science Academy

The High School currently has 27 students who attend the Health Science Academy Program at Mercer County Vocational Schools for the 2013-2014 school year on a full time basis. These placements are facilitated through the high school guidance department. A list of the student's names are on file in the Board Secretary's office and the high school guidance office.

M. Board Secretary and Treasurer's Report for September, 2013

WHEREAS, the Board of Education has received the report of the Board Secretary and Treasurer for the month of September, 2013 submitted pursuant to N.J.S.A 18A:17-9, and

WHEREAS, in compliance with N.J.A.C. 6:20-2A.10 (d) the Secretary has certified that, as of the date of the reports no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the District Board of Education; and

WHEREAS, the report of the Treasurer of School Monies is in agreement with Report of the Board Secretary;

NOW, THEREFORE BE IT RESOLVED, the Board of Education accepts the above referenced reports and certifications, and certifies that after review of the Secretary's monthly financial report (appropriation section), and Treasurer's report, to the best of its knowledge, no major account or fund has been over expended in violation on N.J.A.C.6:20-2A.10(a)(1), and that sufficient funds are available to meet the district's financial obligations for the remainder of the year.

N. Transfer Report for September, 2013

The East Windsor Regional School District submits to the County School Business Administrator an updated report of budget transfers and changes in revenue and appropriations on a monthly basis. The EWRSD Board of Education certifies to the best of its knowledge that no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11 and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

RESOLVED, that the Board of Education ratifies the attached transfers between budget line items that have been approved by the Superintendent of Schools and reported to them pursuant to Board policy and State regulation.

O. Bill List for October 28, 2013 - for the total amount of \$8,356,062.25

P. Annual Statement of Assurance for Quality Single Accountability Continuum (QSAC)

The Quality Single Accountability Continuum (QSAC) is the Department of Education's monitoring evaluation system for public school districts. All districts must complete the Statement of Assurance (SOA) annually to the NJDOE. There are five scores – one each for Instruction and Program, Fiscal Management, Governance, Personnel and Operations. The scores will be expressed as a percentage, based upon the total number of points the district receives for the SOA items. The chief school administrator and the Board of Education must determine whether all items of the Statement of Assurance (SOA) have been completed. The District Board of Education is responsible for attesting to the accuracy of the SOA responses.

- The District Chief School Administrator needs to present the completed SOA at a Board of Education meeting.
- The Board needs to prepare a resolution attesting to the accuracy of the SOA responses.
- Both the Chief School Administrator and Board of Education president must sign the SOA Declaration Page.

Discussion:

One of the Board members asked if there was an update to the route 33 study, and about the road that is going to about the high school. Suggested that we should reach out to the township and borough as to what if any impact there will be on school property.

Dr. Forsthoffer advised he will contact both municipalities to keep the District involved in the process.

One of the Board members brought up the topic of base line testing of concussions at the middle school level. Dr. Forsthoffer responded that we are in the midst of researching that now. He noted it would be done through the school health office. (The Board proceeded to discuss the topic of concussion testing.)

Ms. Fallon asked about what the protocol is for returning to sports after injury; do we have a list of students out there who have had concussions and so that we can keep track of each student in that list.

Mr. Lavery commented that for health care privacy reasons, which we have to respect, we would not be privy to that information. There are strict rules regarding the monitoring of kids health care status.

The Board continued to discuss the topic of clearing students for participation in sports.

14. EXECUTIVE SESSION

The Board went into closed session at this time.

15. OPEN SESSION

16. ADJOURN

As recorded by Thaddeus Thompson, Board Secretary

*Transcribed by C. Jablonski,
Secretarial Assistant*