

EAST WINDSOR REGIONAL SCHOOL DISTRICT, HIGHTSTOWN, NJ 08520

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION
NOVEMBER 18, 2013**

The Board of Education of the East Windsor Regional School District, Hightstown, NJ, held a Regular/Work session Meeting on Monday, November 18, 2013 at 7:30 p.m. in the District Administration Training Room at 25A Leshin Lane, Hightstown, NJ.

Members Present: Lisa Abel, Paul Connolly, Suzann Fallon, Bonnie Fayer, Christine Harrington, Robert Laverty
Not Present: Pete Bussone, Kennedy Paul, and Alice Weisman (with advance notice)
Also Present: Dr. Edward Forsthoffer, CSA
Thaddeus Thompson, SBA/Board Secretary
David Coates, 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

- Ms. Fayer 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

- Ms. Fayer 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, November 18, 2013.

These closed sessions concern:

1. Personnel Matters
2. Litigation Matters – D.S.
3. Contract Matters – EWEA Grievance
4. Student Matters – Bullying

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

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

4. PROCLAMATION: AMERICAN EDUCATION WEEK

November 18-22, 2013, has been proclaimed as American Education Week. It is requested that the Board of Education proclaim November 18-22, 2013, as American Education Week in the East Windsor Regional School District as follows:

Mr. Laverty read aloud the proclamation as follows:

WHEREAS, America's schools are the backbone of our democracy, providing each new generation with the tools to maintain our nation's precious values of freedom, civility and equality; and
WHEREAS, schools are the primary influence in children's lives aside from their families; and
WHEREAS, by equipping young Americans with both practical skills and broader intellectual abilities, schools give them hope for, and access to, a productive future; and
WHEREAS, schools are community linchpins, bringing together adults and children, educators and volunteers, business leaders and elected officials in a common enterprise; and
WHEREAS, education employees - be they custodians or teachers, bus drivers or librarians - work tirelessly to serve our children and communities with care and professionalism; and
WHEREAS, there is nothing more crucial to the health and the future of our nation than education,
NOW, THEREFORE, I, Robert P. Laverty, serving as President of the East Windsor Regional Board of Education do Hereby Proclaim November 18-22, 2013, as the 92nd annual observance of American Education Week.

- Mr. Laverty moved to recommended that the Board proclaim November 18-22, 2013 as American Education Week in the East Windsor Regional School District. Second: Ms. Fallon.
- On a roll call vote of the Board, motion to approve was carried unanimously.

5. FIRST OPPORTUNITY FOR PUBLIC COMMENT

No one spoke.

6. FIRST OPPORTUNITY FOR BOARD MEMBERS COMMENTS

Ms. Fayer congratulated our high school students who ranked in the top 15 of highest test scores in the State. This is an incredible achievement. We placed 9th, ahead of Princeton and West Windsor Plainsboro. This shows we are performing at a high level and is a great credit to our teachers and administrators.

Mr. Laverty asked if the ranking was based on number of students scoring 3 or above, or percentage of those taking the AP tests.

Dr. Forsthoffer responded that the data included only the schools where 100 or more tests were given.

Ms. Fallon also congratulated the students and faculty on this achievement. She added that she attended the "Coffee House" at the high school recently and it was amazing. She noted that the students in the audience were well behaved and gracious.

7. ANNOUNCEMENTS

Dr. Forsthoffer spoke on the following topics:

- The recent school board election; offered congratulations and welcomed back Ms. Harrington and Mr. Laverty; and also welcomed newly elected Board member, Lilia Gobaira.
- Has been visiting each school to have lunch with the staff, and is enjoying these casual visits to meet and talk with the teachers.
- The SGO's were due on November 15th. The teachers have worked hard on these for the past 6 months.

- Regarding the District Climate surveys; the staff version is going to start shortly. This would be the last phase of it. So far we have 367 results from parents, and over 500 results from elementary students (3-5) and almost 500 from the middle school students. We have received about 200 from the high school. Expects to have a public presentation on the results in January.
- We have a new Executive County Superintendent: Laura Morana, taking Mr. Todd Flora's place.
- Our Transportation Director, Ms. Ingrid Reitano applied for a grant ("Zonar Grant") related to upgrading school vehicles with advanced safety and maintenance technology. Happy to report our district was one of seven selected nationwide to receive \$50,000 in grant money. This grant would enable us to purchase additional devices to upgrade all our buses with this exciting new technology.
- Encouraged everyone to try to attend the high school drama club presentation of Alice in Wonderland.

Mr. Connolly posed a question to Dr. Forsthoffer regarding the status of the world language field trips; are they being held during Spring break again?

Dr. Forsthoffer responded yes, and that high school principal Dennis Vinson has coordinated and spoken to the teachers on how long they would actually be able to take off from school for these trips. The stipulation is that they can miss up to 5 school days.

8. EXECUTIVE SESSION

The Board went into closed session.

9. SECOND PUBLIC COMMENT

No one spoke.

10. SECOND BOARD MEMBERS' COMMENTS

Ms. Harrington welcomed our new Board member, Lilia Gobaira, and is looking forward to working with her.

Mr. Connolly asked for an update on the District transportation department and asked how we are doing in general.

Dr. Forsthoffer responded that we are in the top 8% of the State based on efficiency. This makes us the highest in Mercer County. He proceeded to explain how this is calculated.

Mr. Thompson commented on the process we undergo for the maintenance and inspections of our buses and district vehicles. The State comes out twice a year to inspect all our vehicles. He described the rigorous and thorough inspections that they do.

Mr. Laverty noted that as they pick up on every detail however minor it may be, we should take proactive measures and plan for this.

Dr. Forsthoffer added that we replace our buses on a 12 year cycle and this bus rotation is pretty well established.

Ms. Fallon commented that she appreciates receiving the high school newspaper RamPage in the binder packet. It gives us a very good view of the happenings in our high school community.

Ms. Fallon also commented on the wonderful volunteers we have in this District. She noted that some of them truly go above and beyond the call of duty for many years as their child or children go through the District. She shared her idea to have these generous volunteers recognized in some way; is there something that we can do.

Dr. Forsthoffer agreed that we should talk about recognition or some way to thank them for their exemplary service to our District.

Mr. Laverty commented on the Board Evaluations. How and when should we approach this.

(After discussion, the Board agreed to pursue the topic, and communicate further via email this week.)

Mr. Connolly commented on the mental health of students, and the current measures being taken for dealing with this issue. Asked if there were any updates on this that Dr. Forsthoffer could share.

Dr. Forsthoffer responded that when a student has an issue we direct them accordingly. Our guidance counselors meet one on one with many students on a regular basis; and some students rarely see their counselor. We are definitely continuing with our regular training for our entire faculty. The peer mentorship program is becoming more comprehensive at the high school level.

Ms. Fayer asked about the Teen PEP program. She asked why it no longer exists as it was well received and a great program.

Ms. Fallon added that she too feels it was a great program and one of the main reasons it was phased out was due to budget constraints, and we were cutting back and this was one of the programs cut.

Mr. Laverty spoke on the issues of highly competitive students taking music or art classes.

Ms. Fayer added that she has been speaking about this matter and concerned about it over the years.

Dr. Forsthoffer noted that student and class ranking is going away and many high schools no longer are using it. Colleges are also taking a more different approach.

Ms. Fayer added that administrators kept it because the parents like it want it. We should encourage kids more to take such courses like woodshop, and art for a more well-rounded education.

(Discussion ensued on this subject. Dr. Forsthoffer suggested we have presentation at a future meeting and to invite parents to attend.)

11. MOTION TO APPROVE ROUTINE ITEMS BY EXCEPTION

Ms. Fayer moved, seconded by Ms. Fallon, to approve the following agenda items:

- A. Staffing
- B. Bullying Report from October 28, 2013
- C. New Non-Paid Club at HHS – Magic: The Gathering Club
- D. Field Trips
- E. Over Night Field Trip – HHS World Language Program – French Trip
- F. Approve No Child Left Behind Carryover Allocations for FY13-14
- G. Travel and Related Expenses
- H. Out-of-District Placement
- I. Professional Services for Students
- J. Approval of Minutes for October 14, 2013 meeting
- K. New Bank Accounts with 1st Constitution Bank
- L. Approve the Edwards Engineering Group as District Engineer of Record
- M. Recycle Proposal For Surplus Technology Equipment
- N. Bill List for November 18, 2013

A. Staffing – as submitted

B. Bullying Report (discussed October 28, 2013)

C. New Non-Paid Club at HHS – Magic: The Gathering Club

Hightstown High School would like to start a new club entitled “Magic: The Gathering Club” which would fall under the category of a non-paid extracurricular activity with a teacher advisor. The advisor will be Gerard Dawson, one of the English teachers at HHS. MTG is a trading card game that entails strategy and the use of game options to win.

D. Field Trips

HHS - FIRST Robotics Team Competition at Bridgewater-Raritan High School
600 Garretson Rd. Bridgewater, NJ

MHK - Campaign Connect Stakeholders Meeting at Chauncey Conference Center
660 Rosedale Rd., Princeton, NJ

HHS Business Students will “Job Shadow” at an Assent Management Firm
At BlackRock International at 1 University Square Dr., First Floor, Princeton, NJ

WCB 5th Grade Trip to iPlay America – a Family Entertainment Center
110 Schanck Road, Freehold, NJ

HHS and MHK Life Skills Class to Haldeman Ford Dealership
Rt. 130 and Hickory Corner Rd., East Windsor, NJ, then lunch at Wendy’s, Rt. 130, East Windsor, NJ

E. Overnight Field Trip – HHS World Language Program-French Trip

The World Language Program of HHS would like to take a trip to France and the Riviera from April 9 to 17, 2014 for their students.

F. Accept No Child Left Behind Carryover Allocations for FY 2014 totaling and distributed as follows:

TITLE/DESCRIPTION	CARRYOVER	TOTAL ALLOCATION
TITLE IA	\$96,606	\$520,008
TITLE IIA	\$644	\$85,794
TITLE III	\$3,675	\$115,961

G. TRAVEL & RELATED EXPENSES

T. DeRosa	Admin.	Feb. 21, 2014	Registration for "Mistake Free Grammar & Proofreading", Freehold, NJ	199.00	199.00
D. Feaster	Personnel	Dec. 5, 2013	Registration to attend Representing School Employees & Bd. Of Ed. In Employee Law Cases, New Brunswick, NJ	190.00	190.00
C. Bachar L. Flesca	Student Services	Jan. 8, & March 11, 2014	Two registrations to attend Using GeoGebra Software in HS Math and Your Geometry Class-The Perfect Place for Learning More Algebra, New Brunswick, NJ	390.00	780.00
M. Dzwonar K. Weiss	Curric & Assessment	Dec. 6, 2013	Two registrations to attend NJAFPA Winter Training Institute Session, Eatontown, NJ	149.00	298.00
J. Elorza	Student Services	Feb. 21, 2014	Registration to attend "Mistake Free Grammar & Proofreading", Freehold, NJ	199.00	199.00
A. Carnese N. Keegan S. Rozycki E. Gertel J. O'Rane K. Cifuentes L. Stein D. Bilenker L. Rogers	Student Services	January 29, 2014	Nine registrations to attend the "Teasing & Bullying Workshop" offered by NJ State Bar Foundation, New Brunswick, NJ	20.00	180.00

G. Parker E. Alexander E. Halat S. Tafone	Student Services	March 26, 2014	Four registrations to attend the "Teasing & Bullying Workshop" offered by NJ State Bar Foundation, New Brunswick, NJ	20.00	80.00
--	------------------	----------------	--	-------	-------

R. Scott G. Santoleri S. Menchaca L. Tsujino	Student Services	April 29, 2014	Four reg.to attend the "Teasing & Bullying Workshop" offered by NJ State Bar Foundation, New Brunswick, NJ	20.00	80.00
M. Beckman	Student Services	April 10, 2014	Registration to attend the "Teasing & Bullying Workshop" offered by NJ State Bar Foundation, New Brunswick, NJ	20.00	20.00
Monthly Total					2,026.00
YTD Total					17,026.20

H. Out of District Placements in Private & Public Schools

MCSSSD – Personal Assistant

Tuition September 6, 2013 through June 30, 2014

1. Student: #720101 RSY \$ 36,075.00

October 21, 2013 through June 30, 2014

2. Student: #101460 RSY \$ 36,075.00

Princeton Child Development Institute

Revised Tuition September 2, 2013 through August 8, 2014

1. Student: #101130 RSY \$ 86,400.00

I. Professional Services for Students

Name	Type of Service	Rate
Professional Education Services, Inc.	In-Hospital School Services/Instructions	Per Rate Schedule
Rutgers University Behavioral Health Care	Bedside Instruction	Per Rate Schedule
Silvergate Prep	Homebound Instruction	Per Rate Schedule
Union County Educational Services Commission	Bedside Instruction	Per Rate Schedule

J. Approval of Minutes for October 14, 2013 meeting – these are posted on District website.

K. New Bank Accounts with 1st Constitution Bank

Board approval is requested to open two new bank accounts with 1st Constitution Bank for the following:

<u>Location:</u>	<u>Type of Account:</u>
Business Office	Petty Cash
Community Services	Petty Cash

L. Approve the Edwards Engineering Group as District Engineer of Record

The District has recently undergone several renovations and construction projects which include: expansion of the Hightstown High School main cafeteria, installation of a motorized dividing curtain in the Hightstown High School main gym, installation of artificial turf and lighting upgrades at HHS main athletic field.

This work required the engagement of a licensed professional engineer provided by Edwards Engineering Group of Somerville, NJ. As we move forward into the 2013-14 school year, it would be prudent to retain their services and appoint Edwards Engineering as Engineer of Record for the East Windsor Regional School District. This appointment and related rate schedule (attached) is entered into as a professional services contract pursuant to 18A:18A.5a(1). Their rates have remained the same as 2012-13 year.

M. Recycle Proposal for Surplus Technology Equipment

The Technology Center is in possession of computer processing units that are no longer of useful service to the district. The recycling company, Technology Exchange, Inc., located in Newtown, Pa, has offered to buy this equipment (20 laptops, 71 monitors, 21 switches, 95 desktop PCs, 4 projectors, 16 printers, 1 scanner, and 9 Access Points) from the district for \$4,268.00 which includes labor and freight charges. (*Detailed list can be found on Sharepoint*).

N. Bill List for November 18, 2013 - for the total amount of: 1,587,369.46

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

12. EXECUTIVE SESSION

The Board went into a second closed session

13. OPEN SESSION

14. ADJOURN

Recorded by Thaddeus Thompson, Board Secretary

(transcribed by C. Jablonski, Secretarial Assistant)