

EAST WINDSOR REGIONAL SCHOOL DISTRICT, HIGHTSTOWN, NJ 08520

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION
JUNE 10, 2013**

The Board of Education of the East Windsor Regional School District, Hightstown, NJ, held a Regular Meeting on June 10, 2013 at 7:30 p.m. in the Hightstown High School Cafeteria located at 25 Leshin Lane, Hightstown, NJ.

Members Present: Lisa Abel, Pete Bussone, Paul Connolly, Suzann Fallon, Bonnie Fayer, Christine Harrington, Robert Laverty, Kennedy Paul, Alice Weisman

Members Absent: No one.

Also Present: Dr. Edward Forsthoffer, CSA
Kurt Stumbaugh, 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

Mr. Paul moved, seconded by Ms. Fallon, to approve the agenda

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

3. B RESOLUTION FOR CLOSED SESSION

Mr. Paul moved, seconded by Ms. Fayer, 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 regular meeting on June 10, 2013. These closed sessions concern:

1. Personnel Matters

- Increment Withholdings
- Non-affiliated Employees
- Superintendent Evaluation
- Assistant Business Administrator

2. 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 of the Board, motion to approve was carried unanimously.

4. RECOGNITION: DONORS TO EWRSD

The Board of Education routinely holds special recognitions to honor the generous people who make donations to the District. At the June 10, 2013 Board of Education meeting, the Board recognized several businesses and individuals for donating to the East Windsor Regional School District. These donations have supported events, classrooms, programs, families, and club activities.

Two of our schools benefited from the ExxonMobil Education Alliance grant.

Fouad Aziz and **Orlando Fernandez**, who own an ExxonMobil station on Route 130 in East Windsor, nominated Hightstown High School for the grant. **Joseph Hooven**, gasoline sales manager for Consumers Oil Corporation, facilitated that nomination, and as a result, the high school received \$500.00 for their math and science departments. **Edimar Trancozo** also facilitated a grant with ExxonMobil Alliance \$500.00 was awarded to the Melvin Kreps School and will be used for their greenhouse.

Lawrence Haddock donated \$5,000.00 to the Melvin H. Kreps Middle School. The monies will be used to purchase a greenhouse for the school.

Alice Weisman donated over 100 books to the Walter C. Black School that will be used in the classrooms, library, and for the Student Council Annual Book Sale fundraiser.

Cookie Cummings of the Hightstown Woman's Club has facilitated a donation of \$100.00 to each of our six schools. The donation will go to the Principals' Discretionary Funds, which will help meet the needs of their students.

Thomas McCafferty donated a treadmill to the Hightstown High School Athletic Department. The treadmill will be used by both students and staff.

Brooke Reader, from Endo Pharmaceuticals, arranged a donation of more than 15 cases of three hole punch paper to the Walter C. Black School.

The generosity and interest of these businesses and individuals to the students of the East Windsor Regional School District is greatly appreciated and the Board of Education is grateful for their support!

5. RECOGNITION: EWRSD EMPLOYEES WHO ARE RETIRING

The following staff were recognized for their service as they retire from the District.

Kurt Stumbaugh	School Business Administrator
Patricia Phillips	Supervisor
Alix Arvizu	Principal - Hightstown High School
Adelheid Kitzmann-Franzo	Principal - Walter C. Black School
Elaine Franzblau	Teacher - Ethel McKnight School
Janet Oldak	Speech/Language Specialist - Ethel McKnight School
Robert Higgins	Librarian - Ethel McKnight/Grace N. Rogers School
Sarah Kluxen	Bilingual Teacher - Grace N. Rogers School
Dore Weiss	Educational Assistant - Grace N. Rogers School
Karen Leibowitz	Educational Assistant - Hightstown High School

Mary Seitz	Teacher - Hightstown High School
Louise Van Patton	Teacher - Hightstown High School
Mary-Ellen Burns	Teacher - Melvin H. Kreps School
Cynthia Roberts	Teacher – Melvin H. Kreps School
Elaine Goldberg	Clerk - Melvin H. Kreps School
Carole Boccanfuso	Teacher - Perry L. Drew School
Iris Landau	Occupational Therapist - Student Services
Eileen Hampton	Teacher - Walter C. Black School
Ann Goodwin	Teacher - Walter C. Black School
Florence Ingenbrandt	Secretary - Buildings and Grounds
Dorothy Kurst	Bus Driver - Transportation
Myrtle Shaw-Slack	Van Attendant - Transportation

6. PRESENTATION: COUNSELING DEPARTMENT SERVICES - DISTRICT WIDE

Jessica Smedley, Supervisor of District Counseling Services gave a comprehensive overview of the district guidance counseling services and responsibilities for the 17 member guidance counseling staff.

A brief question/answer period and discussion followed the presentation.

7. RESOLUTION: SDA ASSESSMENT

The proposed State of NJ fiscal year 2014 budget includes a School Development Authority (SDA) assessment of \$33.95 million. This is an increase of 62 percent from 2013 which was 20.9 million for all regular operating districts. The result would be a net loss in available revenue to a significant number of school districts for funding of educational programs. In 2012-13, the cost to our District was \$203,644. This has increased to \$313,808 for 2013-14 that we are paying back to the State from our budget for the financing of the bonds that were supposed to be subsidized by the State. It is in the best interest of the District to approve the a resolution that urges the State legislature to amend the proposed fiscal year 2014 State budget so as to relieve regular operating school districts from the burdensome SDA assessments, and to send copies of the resolution to the legislative leaders.

RESOLUTION OPPOSING THE PROPOSED FY 2014 SDA ASSESSMENTS

WHEREAS, beginning in Fiscal Year 2011, the State began assessing a fee equal to 15 percent of the Debt service it incurred to provide construction grants to regular operating districts through the Educational Facilities Construction and Financing Act of 2000; and

WHEREAS, the so-called School Development Authority (SDA) assessment for FY 2013 totaled \$20.9 million for all regular operating districts; and

WHEREAS, the proposed budget for FY 2014 includes an SDA assessment of \$33.95 million, an increase of 62 percent; and

WHEREAS, for a significant number of school districts, the assessment results in a net loss in available revenue to fund educational programs; and

WHEREAS, the Educational Facilities Construction and Financing Act of 2000, at N.J.S.A. 18A:7G-14h, gives the state authority to charge only for administrative and organizational costs related to the financing of its grants; and

WHEREAS, neither the aforementioned act nor any subsequent law authorizes the state to assess fees associated with the principal and interest incurred in financing the construction grants; and

WHEREAS, the so-called SDA assessments run contrary to the stated goals of the 2000 construction act,

which included providing non-Abbott districts with up-front grants to reduce the long-term debt incurred by local property taxpayers to support school construction and renovations; and

WHEREAS, the proposed FY 2014 SDA assessments are based on calculations made in December 2012 and not in January 2013, when the State's debt service payments had been substantially lowered through refinancing of some of the debt; and

WHEREAS, using the more recent estimates would result in a Statewide SDA assessment of \$25.8 million for regular operating districts, a reduction of over \$8 million from the assessment included in the proposed FY 2014 budget, and

WHEREAS, the State Senate and General Assembly are currently deliberating over the proposed FY 2014 budget,

NOW, THEREFORE BE IT RESOLVED, that the East Windsor Regional School District Board of Education urges the State Legislature to amend the proposed FY 2014 State budget to relieve regular operating school districts from the burdensome SDA assessments now reflected in appropriations act; and

BE IT FURTHER RESOLVED, copies of this resolution be forwarded to Governor Chris Christie, Senate President Stephen M. Sweeney, Assembly Speaker Sheila Oliver, Senate Budget & Appropriations Committee Chairman Paul Sarlo, Assembly Budget Committee Chairman Vincent Prieto, State Senator Linda Greenstein, and Assembly Representatives Daniel R. Benson and Wayne P. DeAngelo; and

BE IT FURTHER RESOLVED, that copies of this resolution also be forwarded to the New Jersey School Boards Association and the Mercer County Office of the Department of Education.

ACTION: Mr. Lavery moved, seconded by Ms. Fayer to adopt and approve the SDA Assessment Resolution, and to submit said resolution to the above named legislators as submitted.

- On a roll call vote of the Board, Motion to Approve was carried unanimously.

8. FIRST OPPORTUNITY FOR PUBLIC COMMENT

Mary Branstrom of East Windsor, spoke to the Board of her son Riley Branstrom, who had taken his life this past month. She felt the need to let the Board and public know that Riley exhibited no overt symptoms of suicidal thoughts. There was no evidence of drugs, alcohol or anything that indicated that he was suicidal. There is a lot of pressure that students put upon themselves that we are not aware of. She asked the Board to please work to bring more awareness to this issue. Perhaps school assemblies and courses in our curriculum so kids know there is help out there.

9. FIRST OPPORTUNITY FOR BOARD MEMBERS COMMENTS

Ms. Fayer thanked Ms. Branstrom for her very powerful comments and expressed sympathy for her loss.

Ms. Fayer also commented that the after prom party was an incredible event and that it provided a great environment for the students to go after the prom. Thanked everyone involved in coordinating this excellent event. She also attended the choir concert and was astounded at the very talented students we have.

Ms. Fayer announced that she will not run again for office as Board member. She commented that it has been an excellent 12 years on the Board, and spoke about her experiences while a board member. She is proud of her years of service and hope she impacted in a good way.

Ms. Weisman offered her thanks to Ms. Fayer for her many years as a board member. Over that time the District has seen many changes. She noted that we need to reach out more to the public to take more interest in joining our school board.

Ms. Weisman commented that the guidance presentation was a well done and in depth presentation. We should explore new initiatives to help our students, and reach out to the community to seek programs that may be offered.

Ms. Weisman also commented that the after prom party was an amazing event. Impressed with the parents who devoted all their time and effort, and noted the fact that the donations were so awesome is a testament to their dedication and the kids loved it.

Ms. Harrington commented on the guidance presentation, and noted that being a guidance counselor is a tough occupation. We should try to destigmatize the idea that if you know a friend is having suicidal thoughts or thinking of harming themselves, that "telling" on that friend is wrong. She also added that the guidance office does have success stories that we are not aware of.

Ms. Harrington also commented that she is disappointed that Ms. Fayer is not staying. She enjoyed working with her. She also spoke about the Board writing brief biographies of themselves for the community to get to know us; see the diversity of the Board. Also maybe a newsletter can be looked into.

Ms. Fayer spoke on the zoning notice items that were received regarding the vacant Minute Maid plant site that is across the District bus depot, and would that impact us in any way.

Dr. Forsthoffer responded that nothing has been decided and both towns are looking at the zoning and how to improve that corridor of land, as both share the property.

Ms. Fallon asked about the crisis hotline, and noted that mental health issues may start in school but many come to fruition in college, especially in the first year which can be very stressful. Is there more we can do; any course offering that would give a sense of what expect in college. She also attended the spring instrumental concert and the annual sports award ceremony, and both were amazing and she enjoyed them very much.

Ms. Fallon also commented on the use of District schools as election polling locations. The voting for Hightstown residents is now back at the annex gym (was previously held at St. Anthony's Church) and this creates a problem for the class schedule. There is also the issue of security. Would like to propose that the municipalities seek alternate venues for elections.

The Board discussed the issue of facility usage by the Board of Elections and the disruption to the school day. The Board came to the consensus to request that the municipalities pursue alternate venues as we are concerned about security and the smooth operation of school.

Mr. Connolly commented on peer to peer counseling, and how it is effective at the college level. Suggested that we should we try this too with our high school students. He also noted that the after prom party was fabulous.

Mr. Laverty commented that we appreciate the efforts and contributions of the counseling staff. They all do a phenomenal job. We do recognize the limitations, as our main framework is that of operating a school district. He appreciates all the Board's suggestions and comments this evening and agrees that we should also seek resources that are out there in our community.

10. ANNOUNCEMENTS

There were none.

11. EXECUTIVE SESSION

The Board went into first executive session

(Return to Open Session)

12. MOTION TO APPROVE ROUTINE ITEMS BY EXCEPTION

At each of the regular meetings of the Board of Education, the Board is requested to approve routine agenda items in one action. Having read and reviewed the materials received, Mr. Paul moved, seconded by Ms. Fayer to approve the routine listed items as submitted.

- A. Staffing
- B. Bullying Report from May 20, 2013
- C. Non-paid Club at MHK – Young Playwrights
- D. Amended 2013-14 School Calendar
- E. Travel & Related Expenses
- F. Hightstown High School Band - Rehearsals in July, 2013 and Band Camp in August, 2013 to be held at the High School
- G. Approve FY2014 Perkins Secondary Grant Allocation
- H. Approve Operation of a Summer High School Bridge Program
- I. Approve submission of FY2012-2013 Title 1A Amendment
- J. Out-of-District Placement
- K. Approval for Facility Usage by Local Religious Organization
- L. Declaration of Surplus Property - K-5 Textbooks at WCB
- M. Board Secretary and Treasurer's Report for April, 2013
- N. Transfer Report for April, 2013
- O. Bill List for June 10, 2013

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

A. Staffing - as submitted. Copy on file for review in SBA/Board Secretary's office.

B. Bullying Report 5/20/13 (as discussed on May 20, 2013)

C. Non-Paid Club at MHK - Young Playwrights

The Melvin H. Kreps Middle School would like to start a new club entitled “Young Playwrights” which would fall under the category of a non-paid extracurricular activity with a teacher advisor. The advisor will be 6th and 7th grade Language Arts teacher Rebecca Cooley. This club, which would complement the Language Arts Curriculum, aims to sharpen the student’s writing abilities by developing their knowledge of plot structure, characterization, mood, theme, etc. through the writing of plays.

D. Amended 2013-14 School Calendar

The current 2013-14 BOE approved calendar needs to be amended from 184 days for students to 183 days and from 187 days for staff to 186 days. The Sun National Bank Center has informed us that they will be hosting the Special Olympics next June 18th and 19th, so they will not be able to host the high school graduation at their facility on June 19th, as previously scheduled. They do have June 17th at 7:00PM available. Therefore, the calendar is being resubmitted to reflect the change of dates to June 17, 2014 for HHS graduation / last day of school for students, June 18, 2014 as the last day for staff, and the number of snow days to be reduced to two.

E. Travel and Related Expenses

T. Thompson P. Hewins	Business Office Bldgs & Grounds	July 23, 2013	Two registrations to attend "Educational Facilities Management" summer wkshop @ Rutgers, New Brunswick, NJ	244.00	488.00
T. Halsey A. Polanski	GNR G&T EMK/PLD G&T	July 22-26, 2013	Two registrations to attend iSTEM (Sci, Tech, Engineering & Math) Summer Institute 2013 @ TCNJ, Ewing, NJ	495.00	990.00
Total for Month					1478.00
YTD Total					43,425.83

F. HHS Band Rehearsals

This year the HHS MARCHING BAND rehearsals will begin on July 10, 2013. The HHS BAND CAMP will take place August 19, 20, 21, 22, 26, 27, 28, 29, 2013 from 12PM -9 PM. Both will be held at HHS facilities

G. Approve FY2014 Perkins Secondary Grant Allocation

Approval is requested to submit an application to receive the 2013 Perkins Secondary Grant funding of \$33,547. The funding will be used for:

- Creating partnerships with local businesses/industries through the cooperative education program
- Improving the technology resources in the high school business computer labs
- Developing strategies to forge relationships with post-secondary institutions and the approved career technology programs
- Training opportunities to assist teachers in keeping current with business and industry trends
- Supplemental materials and assessments to enhance CTE programs

H. Approve Operation of a Summer High School Bridge Program

Application to operate a remedial-program summer school was filed with the Mercer County Office of Education. The summer school would be housed at the Melvin H. Kreps Middle School and will run from Tuesday, July 8, to Wednesday, July 31, 2013 (Monday-Thursday: 15 days) from 9 A.M. to 12:00 P.M. The program is funded via NCLB for academically eligible students 8th graders entering 9th grade. Certified secondary teachers will provide incoming high school freshman academic support in literacy focused on the rigor and demands of the Standard Level Classes' utilizing the curriculum and resources from the High School. Bus transportation will be provided. All Funding is provided through the NCLB Title IA federal grant.

I. Approve Submission of FY2012-2013 Title 1A Amendment

- Reallocated \$13,500 200-100 funds to our previously unfunded 200-500. The reallocation will provide the necessary funding for transportation for our summer programs.
- Reallocated \$10,500 200-100 funds to our previously unfunded 100-300. The reallocation will provide the necessary funding for educational consultants to work with our at risk students during our summer programs.
- From the 2011-2012 Grant - \$12,098 from 100-600 was identified as unspent. As per the state we will be carrying this amount into the current 2012-2013 Title 1 budget.
- Allocating \$6000 to 200-600 to provide refreshments to students during our summer school program.
- Allocating \$6098 to 200-100 to provide transportation for our summer programs.

J. Out-of-District Placement in Private & Public Schools

New Road School of Parlin

Tuition July 1, 2013 through June 16, 2014

1. Student: #947595	ESY	\$ 7,004.70
	RSY	\$ 42,028.20

Thomas J. Rubino Academy

Tuition May 2, 2013 through June 30, 2013

1. Student: #102579	REG.	\$ 3,370.00
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K. Approval for Facility Usage by Local Religious Organization

La Virgen del Cisne is a religious organization that is part of the Latino ministry based at St. Anthony's Catholic Church in Hightstown NJ. They are requesting permission to use the parking lot at the Rogers School on Sunday, August 25th, 2013 from 9:00 am until 3:00 pm to have a place to park their vehicles where the parade will begin. Security and traffic control has been arranged by the organization leaders with the Hightstown Police Department.

L. Declaration of Surplus Property - K-5 Textbooks at WCB

The Walter C. Black School is in possession of approximately 400 copies of textbooks that are from the outdated " Spotlight Books" series. As these books are no longer useful and no longer being used by the teachers and students of the WCB School and District, the principal is requesting that these items be declared as surplus property, to be disposed/recycled or donated.

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

WHEREAS, the Board of Education has received the report of the **Board Secretary and Treasurer** for the month of April, 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 the 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 April, 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 June 10, 2013 - Total for approval: \$599,621.20

13. SECOND PUBLIC COMMENT SESSION

No one spoke.

14. SECOND BOARDMEMBER COMMENT SESSION

No one spoke.

15. EXECUTIVE SESSION

The Board went into a second closed session.

16. RETURN TO OPEN SESSION

17. ADJOURN

Kurt Stumbaugh, Board Secretary