

Regular Meeting of the Board of Education May 24, 2010

EAST WINDSOR REGIONAL SCHOOL DISTRICT, HIGHTSTOWN, NJ 08520

MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION

DATE: MAY 24, 2010 7:30 p.m.

The Board of Education of the East Windsor Regional School District held a Regular meeting on Monday, **May 24, 2010** at 7:30 p.m. in the Hightstown High School Cafeteria, 25 Leshin Lane, Hightstown, NJ.

ITEM 1. WELCOME

Board President Alice Weisman 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 promptly 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.”

Ms. Weisman 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.”

Members Present: Paul Connolly (arrived 7:50 pm), Bruce Ettman, Suzann Fallon, Bonnie Fayer, Christine Harrington, Bob Lavery Susan Lloyd, Kennedy Paul and Alice Weisman
Members Absent: none
Also Present: Michael Dzwonar, Interim Superintendent
Kurt Stumbaugh, Business Administrator/Board Secretary
David Coates, Board legal counsel

Fire Code Compliance: Ms. Weisman made the following announcement: “In compliance with the fire code of the State of New Jersey, I call your attention to the emergency exit for this room, which is located.....” (Ms. Weisman pointed to the emergency exit.)

ITEM 2. PLEDGE OF ALLEGIANCE

The Board president asked those present to join in the pledge of allegiance to the flag.

ITEM 3.A APPROVAL OF AGENDA

Having read the material received, Mr. Lavery moved, seconded by Ms. Fayer to approve the agenda with the following revisions:

- Remove Item 8: Second Executive Session.
- Switch order of Items 4 & 5

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

ITEM 3.B RESOLUTION FOR CLOSED SESSION

Mr. Lavery 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 a closed session during its regular meeting on May 24, 2010. This closed session concerns: Personnel matters, Litigation, Contract matters, and Attorney /Client Privilege.

Minutes 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.

ITEM 4. PRESENTATION: BRISTOL- MYERS SQUIBB to HHS ROBOTICS

Mr. Frederick Egenolf, representative and Director of Community Affairs for Bristol-Myers Squibb, presented a donation of \$6,000 to the FIRST Robotics Team of Hightstown High School. These funds are to be used to cover entrance fees for the FIRST Robotics competitions. This generous donation of \$6,000 was recognized with great appreciation. Math teacher and club advisor, Christopher Gregory introduced his team of students and then they gave an impressive demonstration of the competition robot to the Board.

ITEM 5. BOARD RECOGNITION OF BRISTOL MYERS SQUIBB DONATION OF \$6,000 to HHS FIRST ROBOTICS TEAM

Mr. Gregory gave his deepest appreciation to Bristol-Myers Squibb for their generous donations to the FIRST Robotics Team for the past eight years! These monies enable the team to enter competitions and cover entrance fees. To date, Bristol-Myers Squibb has contributed a combined total of over \$100,000 to this team. Because of companies like Bristol-Myers Squibb, the district has been able to accomplish far more than it otherwise could have. Mr. Dzwonar presented a certificate of appreciation to the Bristol-Myers Squibb representative on behalf of the Board of Education, and High School staff and students, in recognition of the significant contributions this company has made to the District. Mr. Gregory expressed his gratitude to Bristol-Myers Squibb and thanked them for their continuing generosity and commitment to the High School FIRST Robotics Team.

ITEM 6.A RECOGNITION OF MHK FACULTY ADVISOR AND STUDENTS FOR AWARD WINNING ISSUE OF RED INK MAGAZINE

Red Ink Magazine is a publication by students of the Melvin H. Kreps Middle School under the guidance of faculty advisor Richard Christiano.

Red Ink Magazine competed in and earned the rank of “excellent” at the annual program to recognize “Excellence in Student Literary Magazines” which is sponsored by the National Council of Teachers of English. Melvin H. Kreps Principal, Lori Stein, recognized the students who contributed to the award winning literary magazine, and Mr. Christiano, who gave a presentation on the competition and the student’s achievement and excellent ranking.

ITEM 7. STUDENT RECOGNITION: EDWARD ROZYCKI FOR SAT SCORES

High School principal Alix Arvizu presented an award to student Edward Rozycki who was recognized for his achievement in getting perfect scores on the SAT test in Language Arts and Math, and for a near perfect score in Writing.

ITEM 8. EXECUTIVE SESSION (Deleted from agenda)

ITEM 9. SECOND READING OF BOARD POLICIES

The following policies are being submitted for approval on second reading

Policy 3351/4351 – Healthy Workplace Environment (New)

Policy 5338 - Diabetes Management (New)

Policy 5512.01 - Harassment, Intimidation, and Bullying (Revised)

Policy 5533 - Pupil Smoking (Revised)

Policy 6660 - Student Activity Fund (Revised)

Policy 7434 - Smoking on School Grounds (Revised)

Policy 8461 - Reporting Violence, Vandalism, Alcohol, and Other Drug Abuse (Revised)

Policy 9700 - Special Interest Groups (Revised)

Policy 1570 - Internal Controls (Revised)

Policy 1620 - Administrative Employment Contracts (Revised)

Policy 6111 - Special Education Medicaid Initiative (SEMI) Program (Revised)

Policy 6471 - School District Travel (Revised)

Mr. Lavery moved, seconded by Ms. Fallon to approve the above listed Board policies on second reading. On a roll call vote of the Board, Motion to approve was carried unanimously.

ITEM 10. SECOND READING OF BYLAWS:

The following bylaws are being submitted to the Board for second reading:

Bylaw 0142.1 - Nepotism (Revised)

Bylaw 0174 - Legal Services (Revised)

Bylaw 0177 - Professional Services (Revised)

THE FOLLOWING ACCOUNTABILITY POLICY & REGULATION GUIDE REVISIONS ARE REQUIRED AS A RESULT OF THE READOPTION OF N.J.A.C. 6A:23A, PUBLISHED ON DECEMBER 21, 2009:

0142.1 – Nepotism (Revised)

N.J.A.C. 6A:23A-6.2 was revised to clarify the issue permitting a relative of a Board member or Superintendent to continue to be employed or “to be promoted” in the district if the relative was employed by the district on the effective date of the Policy or the date the relative becomes a Board member or Superintendent. The more significant revision provides the Board an option to employ a relative of a Board member or Superintendent with approval of the Executive County Superintendent upon demonstrating the district conducted a thorough search and the proposed candidate is the “only qualified and available person for the position.” Districts wanting this option should include this optional code language in their Policy. Policy Guide 0142.1 is **MANDATED**

0174 – Legal Services (Revised)

N.J.A.C. 6A:23A-5.2 was revised with several significant revisions regarding legal services. Districts with legal costs that exceed 130% of the statewide average per pupil amount should establish the procedures outlined in 1. through 4. on page 2 of the Policy Guide unless these districts can provide “evidence that such procedures would not result in a reduction of costs....” There should be some additional guidance from the Department of Education on the districts that fall into this category and the evidence required to not implement these procedures. All other districts are required to establish procedures to “ensure the prudent use of legal services....”

For these districts it is recommended the Board continue to designate contact persons and designate an administrator to review all legal bills and confer with the contact persons in reviewing such bills. In addition, the new revised code clarifies the issue regarding the use of Request for Proposals (RFPs) in issuing contracts for legal services. Policy Guide 0174 is **MANDATED**

0177 – Professional Services (Revised)

The N.J.A.C. 6A:23A-5.2 revision that clarifies the use of RFPs in issuing contracts for legal services is applicable to all professional service contracts and also requires a revision in Policy Guide 0177 Professional Services. Policy Guide 0177 is **MANDATED**

Mr. Lavery moved, seconded by Mr. Paul to approve the above listed bylaws as submitted on second reading. On a roll call vote of the Board, motion to approve was carried unanimously.

ITEM 11. ANNOUNCEMENTS

Mr. Dzwonar gave an update on the District Federal “Race to the Top” grant application and process. About \$500,000 would apply to the EWRSD. Mr. Dzwonar read off a list of conditions and requirements required by the State for the award of the grant.

ITEM 12. FIRST OPPORTUNITY FOR PUBLIC COMMENT

Robert Thibault, of Hightstown, asked about the status of the Board hiring a new CSA. Also commented on the rumor that the Kid Care program might be eliminated and asked why has there not been any official announcement on this.

Michelle Solomon of East Windsor, commented on rumors flying around regarding the status of athletics and extracurricular activities. Asked if the clubs and activities will survive. Do the parents need to initiate fundraisers?

ITEM 13. FIRST OPPORTUNITY FOR BOARD MEMBER'S COMMENTS

Ms. Weisman read from a prepared statement she composed which addressed numerous budget and District issues that have been of concern to staff and community in the past months. Regarding the District's "over-staffing" of administrators, Ms. Weisman cited data from the NJDOE website that exclusively shows our district as being **understaffed** when it comes to administrators. She went on to comment that our administrative costs are not excessive. Our Board ranking is 19 of 105 most efficient.

Regarding the defeated budget process, Ms. Weisman commented that the mayors of both towns met with the Board, the Superintendent and SBA. The mayors and councils asked for and received an exhaustive amount of information from the District to work with. Both municipalities specifically asked for and scrutinized our list of administrative personnel and were given all of their job descriptions. Ultimately when it came to cutting further from our budget they chose **not** to cut even one additional administrator or supervisor. Ms. Weisman also wanted to make it clear that the Kid Care program will not be closed, and that the school libraries will not be closed.

Regarding the wage freeze, Mr. Weisman commented that the teachers are not responsible for the fiscal crisis but noted that it would have helped if they had participated in the solution to avoid the high number of layoffs.

Ms. Weisman also addressed the rumors regarding Mr. Ron Bolandi, our former superintendent who retired Dec. 31, 2009. She wanted to make it clear that from January 1, 2010, Mr. Bolandi has **not** received any compensation at all as a consultant for our district. This is a vicious rumor that is totally untrue. She noted that everything good and all the excellent progress the District has made in the past 5 years is a direct result of his vision and leadership, with the contribution of the excellent administrators that the public wanted eliminated. These administrators are the ones who guide the teachers in the new curriculum and standards and are a major factor in the District's improvements. Ms. Weisman responded to Mr. Thibault's question regarding a new Superintendent, that the hiring of a new CSA is imminent.

Mr. Ettman seconded Ms. Weisman's comments. If the teacher rank and file voted, perhaps a salary concession could have been obtained. He commented that student performance is much improved. The last 3 years the taxes have increased in Hightstown more dramatically than in East Windsor. The issue is not the budget. It is the way taxes are calculated. It cannot get better for Hightstown. School funding via local taxes is flawed. Federal and State government tax calculations are unfair and the public should be protesting.

Ms. Fayer thanked Ms. Weisman for her excellent message.

Dr. Harrington thanked the students for the presentations this evening. We should continue to highlight the successes of our district because it would help the community understand the benefits of our educational system here. Thanked Steven Bryant from "Community Unity" who had spoken to us a couple of meetings ago for reaching out and beginning a dialogue with his organization which targets diversity and inclusion and looks forward to working with him on this.

Mr. Ettman commented that the Robotics team success is commendable and reflects well on Mr. Gregory and the students.

Ms. Fallon congratulated the Robotics Team. Student achievement is what we are here for.

ITEM 14. EXECUTIVE SESSION

ITEM 15. APPROVAL OF 2010-11 BUDGET

After the defeated budget process, the 2010-11 budget was adjusted to reduce the tax levy per the resolutions adopted by the host municipalities. Separate Board action is needed to submit the revised 2010-11 budget to the State for approval.

It is recommended that the Board approve the 2010-11 Budget and authorize the Chief School Administrator and the School Business Administrator to submit to the Mercer County Superintendent of Schools the attached Budget which includes:

Total Operating Budget of \$73,841,521 and a
Local Operating Budget Tax Levy of \$55,836,916
Total Grants and Entitlements Fund Budget of \$1,436,571
Total Repayment of Debt Fund Budget of \$3,652,264 and a
Repayment of Debt Fund Tax Levy of \$3,498,316.

RESOLVED, that there should be raised for Operating Budget \$55,836,916 for the ensuing school year 2010-2011. Mr. Laverty moved seconded by Mr. Paul to approve the Budget for school year 2010-11 as submitted.

Discussion:

Dr. Harrington commended the administration for their dedication and effort on the budget preparation. It is unfortunate that extracurricular cuts at the middle and high school are included in the municipal budget. This should be reviewed for possible restoration. It is essential that we recognize there is learning that exists beyond the classroom walls through these activities. Of course, priorities are always for the classroom. She suggested that substitute salary pay be further reduced to fund these activities. Dr. Harrington then put forth a motion that the budget be amended to reduce sub pay by an additional 5 % and put that money towards the extracurricular budget line.

Mr. Ettman commented the cuts impact education in the least amount. These final cuts are basically mandated cuts. As there was no second to the motion to amend the budget, the Board proceeded to vote on approving the 2010-11 budget as submitted.

On a roll call vote of the Board, voting yes: Mr. Connolly, Mr. Ettman, Ms. Fallon, Ms. Fayer, Mr. Laverty, Ms. Lloyd, Mr. Paul and Ms. Weisman. Voting no: none Abstaining: Dr. Harrington.

Motion to approve was carried with 8 yes votes and 1 abstention.

ITEM 15.A (Added at Meeting)

MOTION TO EMPLOY DR. EDWARD J. FORSTHOFFER III AS DISTRICT CHIEF SCHOOL ADMINISTRATOR (SUBJECT TO THE APPROVAL OF EXECUTIVE COUNTY SUPERINTENDENT OF SCHOOLS)

Mr. Laverty moved, seconded by Ms. Fayer to approve the appointment of Dr. Edward J. Forsthoffer as the new EWRSD Superintendent.

Discussion:

Ms. Weisman commented that we have gone through a very long and drawn out superintendent search. We reviewed many resumes and conducted many interviews. It is fair to say that Dr. Forsthoffer is by far the best candidate for the job, and we are very much looking forward to his leadership.

Ms. Fallon commented that we had a diverse group of candidates and we are very impressed with Dr. Forthoffer's qualifications.

Mr. Laverty commented that Dr. Forsthoffer has visited the District multiple times and has become familiar with the Board of Education, the administrators and teachers. He is very highly qualified.

On a roll call vote of the Board, Motion to approve the employment of Dr. Edward J. Forsthoffer as the EWRSD Superintendent was carried unanimously

ITEM 16. MOTION TO APPROVE ROUTINE AGENDA ITEMS BY EXCEPTION

The Board is requested to approve the following routine agenda item by exception:

- A. Staffing
- B. Approval of Governor's Teacher Award winners
- C. Approval of Travel and Related Expenses
- D. Approval of Donation from Bristol Myers Squibb to HHS First Robotics Team
- E. Approval of Donation from Hightstown Woman's Club to HHS
- F. Volunteers/Chaperones
- G. Field Trips
- H. Approval of Minutes: April 26, 2010 Regular and April 29, 2010 Special meeting
- I. Award of Bid: Unleaded Gasoline and Diesel Fuel
- J. Board Secretary's Report: April, 2010
- K. Treasure's Report: April, 2010
- L. Transfer Report: April, 2010
- M. Bill List; May 24, 2010

A. STAFFING: as submitted.

B. APPROVAL OF GOVERNOR'S TEACHER AWARD WINNERS

On April 19, 2010 a nine member panel consisting of administrators, teachers, parents and a Board member met to review the nominating forms for the East Windsor Regional School District's Governor's Teacher Recognition Award. The panel recommended the following teachers:

Patricia Laudati	-	Walter C. Black School
Toni Halsey	-	Perry L. Drew School
Mary Devanney	-	Ethel McKnight School
Susan Zibbe	-	Grace N. Rogers School
Irene Taylor	-	Melvin H. Kreps School
Catherine Anzuini	-	Hightstown High School

It is recommended that the Board submit to the County Superintendent of Schools the above names as recipients of the Governors Teacher Recognition Award and that the Board permit the teachers to participate in the recognition program given by ETS.

C. APPROVAL OF TRAVEL AND RELATED EXPENSES

ATTENDEE	DATE OF CONFERENCE	CONFERENCE ATTENDING	TOTAL	YTD TOTAL
				\$26,812
T. Sherrod, Student Svs.	June 4, 2010	Eden Outreach & Support Services - Eden Autism Services Foundation Lecture Series, Princeton University	75.00	\$26,887

D. DONATION FROM BRISTOL MYERS SQUIBB to HHS FIRST ROBOTICS TEAM
(Removed from Exception items to stand alone Item #5 on page 2 of these minutes.)

E. APPROVAL OF DONATION FROM HIGHTSTOWN WOMAN’S CLUB to HHS
The Hightstown Woman’s Club, Mrs. Frances Cook, Treasurer, 100 Middlesex Blvd. Apt. 208, Plainsboro, NJ 08536, would like to donate \$300 to the Red Cross Club at Hightstown High School.

F. VOLUNTEERS/CHAPERONES
The Board of Education approves all volunteers who serve in the East Windsor School District. The following individual has offered to volunteer/chaperone at Walter C. Black School:

- Jason Juvlier

G. FIELD TRIPS
Field Trips planned for Melvin H. Kreps School:
6/11/10 Team 6 Gold – Wiltshire Park (Rain date of 6/14/10) Wiltshire Drive, East Windsor, NJ
Field Trips planned for Ethel McKnight School:
6/2/10 3rd Grade – NJ Museum of Agriculture 103 College Farm Road New Brunswick, NJ
Field Trips planned for Walter C. Black School:
5/25/10 Grade 2 - Wainford Village Allentown, NJ
6/7/10 Grade 5 - Eagle River Day Camp Monroe Township, NJ

H. APPROVAL OF MINUTES: April 26, 2010 Regular and April 29, 2010 Special meeting
As submitted. Copies posted on the District Website and available for review in Board Secretary’s office.

I. AWARD OF BID: Unleaded Gasoline and Diesel Fuel
Bids were received, opened, and read out loud on May 18, 2010 at 2:30 p.m. The results are:

	Unleaded Regular Gasoline Minimum 87 Octane	Ultra Low Sulfur Diesel Fuel
PEDRONI FUEL CO.		
+/- Margin:	+0.0410	+0.0370
MAJESTIC OIL CO. INC		
+/- Margin:	+0.0577	+0.0269
EAST RIVER ENERGY		
+/- Margin:	+0.0285	<u>+0.0199</u>
RIGGINS INC.		
+/- Margin:	<u>-0.008</u>	+0.025
PETROLEUM TRADERS CORP.		
+/- Margin:	+0.0598	+0.0576

The lowest responsible bid was determined by the lowest margin quoted.

The final price will be the published price quoted in the Newark NJ Journal of Commerce on the day of sale plus or minus the margin.

RIGGINS, INC. had the lowest margin quoted for unleaded regular gasoline.

EAST RIVER ENERGY had the lowest margin for ultra low sulfur diesel fuel.

It is recommended that the Board approve the award of contract for unleaded gasoline for the period July 1, 2010 through June 30, 2011 to Riggins Inc. of Vineland, NJ.

It is also recommended that the Board approve the award of contract for ultra low sulfur diesel fuel for the period July 1, 2010 through June 30, 2011 to East River Energy of Guilford, CT

J. BOARD SECRETARY'S REPORT– April, 2010

WHEREAS, the Board of Education has received the report of the Board Secretary and Treasurer for the month of April, 2010, 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;

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), 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.

K. TREASURER'S REPORT – April, 2010

The Report of the Treasurer of School Monies for the month of April, 010 is submitted for approval
The Treasurer's report is in agreement with the Board Secretary's report.

L. TRANSFER REPORT – April, 2010

All Budget Transfers must be properly recorded, documented and approved by the Board of Education.

The School Business Administrator of the East Windsor Regional School District certifies to the best of his knowledge that no major account or fund has been over expended in violation of N.J.A.C. 6A:23-1.11 and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

RESOLVED, that the East Windsor Regional Board of Education ratifies the attached transfers between budget line items approved by the School Business Administrator as submitted pursuant to Board policy and State regulation.

M. BILL LIST– May 24, 2010

The Bill and Claims Report must be approved by the Board of Education before being submitted for payment.

RESOLVED: that the Board of Education approves the payment of bills and claims in the amount of **\$1,430, 634, 68.** as submitted in the attached report.

Mr. Lavery moved, seconded by Ms. Lloyd to approve the routine agenda items as submitted.
On a roll call vote of the Board, motion to approve was carried unanimously.

17. SECOND OPPORTUNITY FOR PUBLIC COMMENT

David Abalos of East Windsor commented that we need to encourage more volunteers to assist in the District. Expressed concern with the reductions to the ESL and Special Education programs.

Rob Thibault of Hightstown commended Ms. Weisman's comments this evening. He inquired as to the issue of the tax exempt status of the Peddie School. It is not for profit. Not on tax rolls. We are subsidizing the students of the Peddie families who do not pay local taxes. This is unconscionable and immoral and hopes as we move forward the borough would take action to address this issue.

18. SECOND OPPORTUNITY FOR BOARD MEMBERS' COMMENT

Mr. Connolly commented on the Governors Teachers recognition award as an excellent program that highlights our excellent staff.

Mr. Laverty reported on the NJSBA Delegate assembly he attended. The delegates were given updates from the NJSBA. They elected a new president and new officers. Two orders of business that were voted upon was to adopt a policy that supports school districts in the state of NJ to enable them to charge students a fee for summer school. Another is the matter of the bullying and harassment in schools, and to advocate for greater ease for districts to investigate and discipline on these matters.

Mr. Laverty also commented on Payments In Lieu Of Taxes (PILOT program). Two years ago we supported the East Windsor council in a resolution to government authorities to recognize the position that the school district was in when Hightstown was negotiating such an agreement related to the development on Bank Street. This would have built a lot of housing and brought a lot of students to the district and yet the problem with the PILOT arrangement is that the payments go to the municipalities and they are not required to share. Would support a resolution to the Borough Council calling for Peddie School to increase it payment in lieu of taxes to the Borough but would want a stipulation that it is targeted to offset the expenses of the education of our students. The PILOT program shortchanges the Board of Education. Proceeds should be shared.

Dr. Harrington spoke regarding the bullying issue. She recently received an email that Rutgers University has put forth a grant called the "Pepsi Refresh Challenge" and the purpose of the grant would be to reduce bullying in NJ schools.

Mr. Dzwonar commented that many challenges face the District are a result of the defeated budget. Spoke about the implementation of redistricting. We look for a more efficiently ran district as a result of equalizing building usage. The savings on resources will be incorporated into the reduced budget. If funds can be restored it should go towards getting a new high school schedule in place and the revitalization of curriculum at the high school level.

Ms. Weisman commented that the Board is very interested in pursuing the HHS reorganization. At the June 7th meeting the redistricting plan will be presented and discussed.

Ms. Fallon commented that we are not ready to announce specific reductions to athletics and extracurricular activities. Administrators will work on that over the next few weeks.

19. EXECUTIVE SESSION

20. OPEN SESSION

21. ADJOURN

Kurt Stumbaugh, Board Secretary