

**MINUTES of the REGULAR MEETING on MARCH 7, 2016**

The Board of Education of the East Windsor Regional School District, Hightstown, NJ, held a regular meeting on Monday, March 7, 2016 at 7:30 p.m. in the Hightstown High School Cafeteria located at 25 Leshin Lane, Hightstown, NJ.

- Members Present:** Pete Bussone, Paul Connolly, Bertrand Fougnyes, Lilia Gobaira, Christine Harrington, Tracy Healy, Robert Laverty, Alice Weisman
- Member(s) Absent:** Kennedy Paul
- Also Present:** Dr. Richard Katz, Chief School Administrator  
Paul M. Todd, SBA/Board Secretary  
David Coates, Board Legal Counsel

**1. WELCOME/SUNSHINE NOTICE**

Board President Alice Weisman called the meeting to order at 7:30 p.m. and read the Open Public Meeting Act Statement: "Written advance notice of this meeting has been given in accordance with law. Minutes of this meeting are kept by the Board Secretary and are available to any member of the public requesting them 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."

**2. PLEDGE OF ALLEGIANCE**

**3. A. MOTION TO APPROVE AGENDA**

**Action:** Mr. Connolly moved, seconded by Mr. Fougnyes to approve the agenda as submitted.

**Vote:** By a roll call poll of the Board, with all Board members present voting yes, Motion to approve carried unanimously.

**3. B RESOLUTION FOR EXECUTIVE SESSION**

**Action:** Mr. Connolly moved, seconded by Mr. Fougnyes to approve the following resolution:

**"BE IT RESOLVED,** that the Board of Education of the East Windsor Regional School District will hold two executive sessions during its Meeting on Monday, MARCH 7, 2016 These closed session's concern:

1. Student Matters – Bullying
3. Negotiations

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

**Vote:** By a roll call poll of the Board, with all Board members present voting yes, Motion to approve carried unanimously.

**4. RECOGNITION: GOVERNOR'S EDUCATOR OF THE YEAR**

The Board of Education and Administrators recognized the following teachers and staff for achieving the award of Educator of the Year:

- Perry L Drew: Theresa Moran – Teacher  
Susan Fernandez – Educational Specialist
- Ethel McKnight: Robert Bucci – Teacher  
Stephanie Tafone – Educational Specialist
- Grace N. Rogers: Michele Ruff – Teacher

Walter C. Black: Karen Haug – Teacher  
Melvin H. Kreps: Elizabeth Somer – Teacher  
Kristen Cifuentes – Educational Specialist  
Hightstown High: Candice Bland – Teacher  
Amy Gazaleh – Educational Specialist

## 5. FIRST OPPORTUNITY FOR BOARD MEMBERS' COMMENTS

Ms. Gobaira commented on the high school language department's upcoming trip to Cuba. She is upset to see that they are bringing the students to a communist country where there are no human rights. There are so many other places they can travel to.

Mr. Bussone noted on March 18, 19, 20 will be the high school annual spring performance of the Tony award winning Broadway musical "Urinetown". Our kids have worked very hard on it. Urged Board to come see the play and support our students.

Mr. Bussone also spoke on the recent suicide of a former student. This is very sad news and can't fathom what this does to a parent and family.

Mr. Connolly also spoke on the upcoming high school musical. It is a great play and won many Tony awards. Congratulated the Governor's Teacher of the Year Award recipients and it is great to see our staff so engaged in our district. He attended the District Evaluation Advisory Committee (DEAC) meeting. There is a lot of activity going on; leaders and teachers working together.

Mr. Laverty commented on the upcoming NJSBA meeting Day of Dialogue: Race, Gender, Socioeconomic Diversity. Urges fellow Board members to attend.

Dr. Katz noted our high school students should do a presentation on their experience with their participation in this program in June.

Ms. Harrington thanked all the teachers honored tonight. Teaching is really challenging job and it is great to celebrate our teachers and their accomplishments. She added, with the current HS scheduling going on, she is very impressed with the assortment of electives and options we offer our students.

Ms. Weisman asked if parents know we are offering full day kindergarten. How have we spread the word.

Dr. Katz responded we have had a press release, posted on social media and the website. Kindergarten registration takes place this month and we will know more regarding enrollment numbers after that.

Ms. Weisman gave a personal thank you to the educators honored this evening. We are proud of the people who work here and she is also looking forward to seeing the upcoming high school play.

## 6. FIRST OPPORTUNITY FOR PUBLIC COMMENT: no one spoke.

## 7. DISCUSSION OF TENTATIVE BUDGET FOR 2016-2017

Dr. Katz shared highlights of the tentative budget that will be formally presented to the Board at the March 21, 2015 meeting. The topics he covered were:

Full day kindergarten: the estimated cost of full day kindergarten is approximately \$1 million. We expect to hire 4.5 general education, 2 bilingual and 1 special education teacher.

Class size reduction: the goal is to keep class size in K-2 at 20-23 students, grades 3-5 at 23-25 students and in the middle school at a maximum of 27.

School Safety and Security: this is always an ongoing concern and there are a number of projects current under consideration to improve the security of our schools.

Meeting the World Language Requirement in Elementary Grades – the offering of ASL (American Sign Language) as a world language now meets the State world language requirement. Currently exploring this option for elementary schools.

Special Education Programming: we will support the implementation of a preschool disabled class with an Applied Behavior Analysis (ABA) approach. Our new director of Student Services will be presenting more extensively at the April 25 meeting on this and this an many other student services related matters.

**8. SUPERINTENDENT'S REPORT - Dr. Katz reported on the following topics:**

- The timeline for upcoming presentations this spring.
- Superintendent and Board self – evaluation process and due dates.
- Elementary Report Card Goal - we are moving forward and have some well-developed drafts.

Discussion:

Mr. Connolly asked that an update on the ESL/Bilingual programs be included in the schedule.

Ms. Harrington commented it would be helpful to develop an ongoing pattern of when these presentations take place during each school year.

**9. EXECUTIVE SESSION** Not needed.

**10. SECOND OPPORTUNITY FOR BOARD MEMBERS' COMMENTS**

Ms. Harrington asked about the ad hoc special education committee.

Dr. Katz responded that she and Mr. Bussone are currently on the committee.

Mr. Connolly commented as we are currently recruiting coaches for the next school year, what is involved in the hiring process, the training and support the coaches receive. There seems to be a different level of expertise among them. Should strive for consistency with this.

Mr. Bussone added that is it preferable to have our teachers serve as coaches when possible. There is always a big turnover of coaches year after year and this does a disservice to our athletes. How do get consistency with the coaches for both MHK and HS.

Dr. Katz commented that the District Athletic Director is involved in the hiring process for coaches, and he evaluates their training and experience. We will always lean toward our teachers first.

Mr. Lavery commented on a school district that passed a resolution regarding the use of PARCC exam test results as a graduation requirement. He suggested our district Board also adopt a similar resolution.

**11. SECOND OPPORTUNITY FOR PUBLIC COMMENT- no one spoke**

**12. MOTION TO APPROVE ROUTINE ITEMS BY EXCEPTION**

**Mr. Connolly moved, Seconded by Mr. Fougny as follows:**

***"Having Read and Reviewed the Materials Received, I Move that the Board Approves the Listed Routine Agenda Items as Submitted."***

- A. Staffing
- B. Bullying Report from February 22, 2016
- C. MHK Spring Sports Schedule (as posted on District Sharepoint website)
- D. Donations
  - 1. FIRST/NRG to HHS FIRST Robotics
  - 2. Target Corp. to WCB Elementary School
- E. Travel and Related Expenses
- F. Overnight Field Trips
  - 1. DECA Club to Nashville, TN
  - 2. HHS Spanish World Language Program to Cuba
- G. Professional Services for Students
- H. Resolution to Authorize Business Administrator to Facilitate the Execution and Delivery of ROD Grants for Roof Renovations at the Walter C. Black and Grace N. Rogers Schools

- I. Minutes of the February 8, 2016 Regular Meeting
- J. Professional Services Contract for Labor Negotiations Consultant
- K. Board Secretary and Treasurer’s Report for January, 2016
- L. Transfer of School Monies Report for January, 2016
- M. Bill List for March 7, 2016

Discussion: Ms. Weisman thanked all the people and entities for their generous donations to the District.

• **VOTE**

On a roll call poll of the Board, motion to approve the above listed routine agenda items carried as follows:

Voting Yes: Mr. Bussone, Mr. Connolly, Mr. Fougnyes, Ms. Harrington, Ms. Healy, Mr. Lavery, Ms. Weisman; and Ms. Gobaira voted yes on all, *except item F2: she voted no.*

**A. Staffing: see last page**

**B. Bullying report as presented to Board at Feb. 22, 2016 meeting.**

**C. MHK Spring Sports Schedule as posted on District Sharepoint Website**

**D. Donations**

**1. FIRST/NRG to HHS FIRST Robotics**

Chris Gregory, advisor of HHS’ FIRST Robotics Team, has received a monetary grant/donation of ten thousand dollars from FIRST as a pass-through grant from NRG. Mrs. Shreosee Roy, parent of team member Byron Ruf, applied for the grant. The executive sponsors at NRG are CEO Mauricio Gutierrez and SVP of Human Resources, Jennifer Wallace. Their office is located at NRG, 211 Carnegie Center Drive, Princeton NJ 08540. The funds are intended to be used for expenses incurred with the team and its competitions.

**2. TARGET Corp. to WCB Elementary School**

Executive VP, Laysha Ward of Target Corp, PO Box 59214, Minneapolis, MN 55459, sent a check in the amount of \$790.44 to Samantha Felicetta, Principal of WCB which represents Target’s “2016 Take Charge of Education” program and may be used as needed.

**E. Travel and Related Expenses**

BALANCE FORWARD					\$46,522.30
NAME	DEPT/SCHOOL	DATE	EVENT	PER PERSON/ EVENT	TOTAL
W. Delaney	HHS	March 21, 2016	Registration to attend “Hot Issues in School Law,” Monroe, NJ	150.00	150.00
L. Rogers	EMK	March 10, 2016	Registration to attend Legal One-Special Education: Section 504 Explained, Monroe, NJ	150.00	150.00
Monthly Total					300.00
Total					46,822.30
Adjustments					-477.80
YTD Total					\$46,344.50
Maximum Expenditure for 2015-16					\$59,965.00

**F. Overnight Field Trips**

**F1. HHS DECA Overnight Trip to Nashville, TN – April 22-27, 2016**

The DECA Club of Hightstown High School would like to participate in the ICDC National Competition in Nashville, TN April 22-27, 2016. The number of student participants will be determined pending the outcome of the State Competition held in February, which results will be released on February, 26.

**F2. HHS Spanish World Language Program Trip to Cuba - October 30 to November 6, 2016**

Donna Ratner and Carol Klein, two tenured HHS World Language/Spanish teachers, have proposed a trip to Cuba (Havana and Vinales Valley) for high school students. (Many of the arrangements have yet to be determined).

**G. Professional Services for Students**

The special education department requires services of consultants to provide children with disabilities a free appropriate public education as defined by The Individuals with Disabilities Education Act (IDEA).

Name	Type of Service	Rate	Not to Exceed	PO #
Advancing Opportunities, Inc.	Assistive Technology Evaluation Services	Per Contract	\$5,000.00	16-02688
Beyond Communication	Independent Educational Evaluations	\$1,600.00	\$1,600.00	16-02722
Invo HealthCare Associates	Learning-Disabilities Teacher Consultant	\$77.00 Per Hour	\$5,000.00	16-02686
Middlesex Regional Educational Services Commission	Bedside Home Instruction	Per Contract	\$1,000.00	16-02614

**H. Resolution to Authorize Paul M. Todd, Business Administrator, to Facilitate the Execution and Delivery of ROD Grants for Roof Renovations at the Walter C. Black and Grace N. Rogers Elementary Schools**

At the April 20, 2015 meeting of the EWRSD Board of Education, the Board approved Mr. Thad Thompson, former Business Administrator, for the execution and delivery of the ROD Grants Agreements for Roof & Door Replacements at the Walter C. Black and Grace N. Rogers Schools. It is in the best interest of the District to approve by resolution, Mr. Paul M. Todd, District Business Administrator/Board Secretary as Rod Grant Facilitator.

**WHEREAS**, *Mr. Paul M. Todd was appointed as the new School Business Administrator for the East Windsor Regional School District as of January 19, 2016, **THEREFORE BE IT RESOLVED**, the East Windsor Regional School District Board of Education approves the Delegation of Authority to the School Business Administrator for Supervision of the School Facilities projects.*

**I. Minutes of Feb 8, 2016 meeting as submitted and posted on District website.**

**J. Professional Services Contract for Labor Negotiations Consultant**

Board approval is requested for the professional service agreement with Mr. Raymond Cassetta as Board Labor Consultant for his services for negotiations with the District bargaining units. The contract term is January 1, 2016 through June 30, 2016, not to exceed \$35,000.

**K. Board Secretary and Treasurer’s Report for January 2016**

WHEREAS, the Board of Education has received the report of the Board Secretary and Treasurer for the month of JANUARY, 2016 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.

**L. Transfer of School Monies Report for January, 2016**

The EWRSB 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.

**M. Bill List for March 7, 2016 in the amount of \$7,947,838.53**

**A. Staffing**

Rahman, Salma	Appoint	Educational Assistant .5	GNR	1	\$12,074.50	TBD	6/30/16	New position - pending clearance
Rodriguez, Jasmin	Appoint	Kidcare Instructor	CS	1	\$11.51/hr	TBD	6/30/16	Repl: Payton - pending clearance
Herskowitz, Adam	Appoint-LOAR	Teacher - Music	GNR	1-MA	\$59,222	2/29/16	6/8/16	Revised start date
Branstrom, Mary	Extra Pay	Chaperone Event	HHS		\$37 per event		6/30/16	Snowball dance-2/11/16
Lee, Gloria	Extra Pay	Chaperone Event	HHS		\$37 per event		6/30/16	Snowball dance-2/11/16
Romans, Peggy	Extra Pay	Chaperone Event	HHS		\$37 per event		6/30/16	Snowball dance-2/11/16
Drake, Jeffrey	Extra Pay	Chaperone Event	HHS		\$37 per event		6/30/16	Senior night-2/12/16
Edwards, Christopher	Extra Pay	Chaperone Event	HHS		\$37 per event		6/30/16	Senior night-2/12/16
Gallagher, Jayne	Extra Pay	Chaperone Event	HHS		\$37 per event		6/30/16	Senior night-2/12/16
Muscatello, Christine	Extra Pay	Chaperone Event	HHS		\$37 per event		6/30/16	Senior night-2/12/16
O'Connor, Cheryl	Extra Pay	Chaperone Event	HHS		\$37 per event		6/30/16	Senior night-2/12/16
Russo, Barbara	Extra Pay	Chaperone Event	HHS		\$37 per event		6/30/16	Senior night-2/12/16
Thomas, Sandra	Extra Pay	Chaperone Event	HHS		\$37 per event		6/30/16	Senior night-2/12/16
Weintraub, Helene	Extra Pay	Chaperone Event	HHS		\$37 per event		6/30/16	Senior night-2/12/16
Zapicchi, Michael	Extra Pay	Chaperone Event	HHS		\$37 per event		6/30/16	Senior night-2/12/16
Muscatello, Christine	Extra pay	Class Advisor-Junior	HHS	M	\$2,530		6/30/16	
Brower, Mary	Extra pay	Content Spec. Health & PE	HHS		\$4,250	9/1/15	6/30/16	
Jimenez, Linda	Extra pay	Homebound Instructor	SS		\$45/hr	3/8/16	6/30/16	
Duggins, Bennie	Extra pay	Security	HHS		Hourly rate		3/22/16	Curriculum Fair
Friedman, Marc	Extra pay	Security	HHS		Hourly rate		3/22/16	Curriculum Fair
Nemeth, James	Extra pay	Security	HHS		Hourly rate		3/22/16	Curriculum Fair
Silva, James	Extra pay	Security	HHS		Hourly rate		3/22/16	Curriculum Fair
Employee #4162	LOA					1/8/16	6/22/16	Revised dates-SD 1/11-3/10, FI 3/11, SD minus sub pay 3/14-4/4, NJFLA 4/5-6/22, return date 9/1/16
Employee #5375	LOA					2/24/16	6/21/16	Revised date -Unpaid leave 3/1-6/21, return date 9/1/16
Employee #5545	LOA					1/5/16	6/22/16	Revised Unpaid leave 5/6-6/22/16, return date 9/1/16
Employee #5638	LOA					9/1/16	11/4/16	NJFLA 9/1-11/4, return date 11/7/16
Employee #6019	LOA					9/1/16	10/21/16	SD 9/1-9/12, NJFLA 9/13-10/21 return date 10/24/16
Employee #6023	LOA					12/28/15	4/29/16	FMLA 2/17-4/29 Return date 5/2/16
Ponzio, Linda	Mentor fee	Graga, Elissa-Mentor	MHK		\$183.30		6/30/16	10 weeks mentor pay
Lankford-Byrnes, Susan	Reassignment	Education Assistant	WCB			2/26/16	6/30/16	From EMK
Gonzalez, Michelle	Salary adj.	Gonzalez, Michelle	PLD	7 BA+30	\$64,202	1/1/16	6/30/16	From 7 BA+15
Jeros, Ethan	Sub	Security	HHS		\$19/hr		3/22/16	Curriculum Fair

**13. EXECUTIVE SESSION – the Board went into closed session at 8:50 p.m.**

**14. & 15. Return to Open Session and Adjourn: 9:20 p.m.**

Respectfully submitted by Paul M. Todd, Business Administrator/Board Secretary

**Paul M. Todd**