

**EAST WINDSOR REGIONAL SCHOOL DISTRICT, HIGHTSTOWN, NJ 08520**

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION**  
**JANUARY 23, 2012**

The Board of Education of the East Windsor Regional School District, Hightstown, NJ, held a Regular meeting on **Monday, January 23, 2012** at 7:30 p.m. in the Hightstown High School Cafeteria located at 25 Leshin Lane, Hightstown, NJ.

Members Present: Lisa Abel, Paul Connolly, Bruce Ettman (arrived 8:48 pm), Suzann Fallon, Bonnie Fayer, Christine Harrington, Susan Lloyd, Kennedy Paul  
Members Absent: Bob Laverty (with advance notice)  
Also Present: Dr. Edward Forsthoffer, Chief School Administrator  
Kurt Stumbaugh, SBA/Board Secretary  
David Coates, Board Legal Counsel

**ITEM 1. WELCOME**

Board Vice President Kennedy Paul 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. Paul 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. Paul 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. Paul pointed to the emergency exits.)

**ITEM 2. PLEDGE OF ALLEGIANCE**

**ITEM 3.A APPROVAL OF AGENDA**

*Mr. Connolly moved, seconded by Ms. Fayer to approve the agenda with addendums as submitted.  
On a roll call vote of the Board, motion to approve the agenda was carried unanimously.*

**ITEM 3.B RESOLUTION FOR CLOSED SESSION**

Mr. Connolly 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 January 23, 2012. These closed sessions concern:

1. Student Matters – Bullying
2. Litigation – L.S. v. EWRSD
3. Attorney /Client Privilege
4. Personnel-Superintendent Mid-Year Evaluation/Board Self-Evaluation

Minutes of the 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: VFW ESSAY CONTEST WINNERS

Hightstown High School – Voice of Democracy Essay Contest

Local Winners – 1<sup>st</sup> place: Ankita Naraparaju, 2<sup>nd</sup> place: Jeffrey Weingast, 3<sup>rd</sup> place: Colleen Murphy

District Winners – 1<sup>st</sup> place: Kelsey Ramos, 2<sup>nd</sup> place: Jeffrey Weingast, 3<sup>rd</sup> place: Angela Fernando

Melvin H. Kreps School – Patriots Pen Essay Contest

Local Winners – 1<sup>st</sup> place: Jessica Weingast, 2<sup>nd</sup> place: Emily Thibault, 3<sup>rd</sup> place: Erin Fargo

District Winners – 2<sup>nd</sup> place: Emily Thibault, 3<sup>rd</sup> place: Jessica Weingast

Dr. Forsthoffer read out loud the VFW essay chairperson's letter of award and congratulated all the students and teachers for their achievements.

#### 5. NJSBA – STRATEGIC PLANNING PRESENTATION

Maryann Friedman, New Jersey School Boards Association area representative, gave a comprehensive presentation on District strategic planning for School Boards of Education and answered Board members questions on the topic.

#### 6. SECOND READING OF BOARD POLICIES

- A. 3125.2 Employment of Substitute Teachers (new)
- B. 5350 Pupil Suicide Prevention (revised)
- C. 8461 Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol and Other Drug Abuse (revised)

##### **3125.2 – Employment of Substitute Teachers (New)**

P.L. 2011, Chapter 100 was recently approved adding new statutes regarding the use and compensation of substitute teachers. N.J.S.A. 18A:16-1.1a. through N.J.S.A. 18A:16-1.1d. establish time limits a substitute teacher (with and without a certificate of eligibility (CE or a CE with advanced standing) may work in a vacant teaching position. N.J.S.A. 18A:16-1.1b. requires a district to compensate a substitute teacher with a CE or CE with advanced standing working in an area authorized by their credentials for more than sixty days in the same position the pro-rated salary consistent with the salary provided to a teacher with similar credentials in the district. New Policy Guide 3125.2, incorporating the requirements of these new statutes, has been developed to provide guidance in the area of substitute teacher employment. Policy Guide 3125.2 is **RECOMMENDED**

##### **5350 – Pupil Suicide Prevention (Revised)**

A section of the Anti-Bullying Bill of Rights Act revises N.J.S.A.18A:6-112 regarding the required two-hour instruction in suicide prevention for teachers under the professional development requirements of N.J.A.C. 6A:9-15.1 et seq. The revised statute requires this suicide prevention training to include information on the relationship between the risk of suicide and incidents of harassment, intimidation, and bullying and information on reducing the risk of suicide in pupils who are members of communities identified as having members at high risk of suicide. Policy Guide 5350 has been updated to include this requirement. Policy Guide 5350 is **RECOMMENDED**

##### **8461 – Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol and Other Drug Abuse (Revised)**

A section of the Anti-Bullying Bill of Rights Act revises N.J.S.A.18A:17-46 regarding reporting of certain acts of violence and vandalism by school employees and now includes certain reporting to include acts of harassment, intimidation, and bullying. The revision to this statute requires a revision to Policy and Regulation Guides 8461. There is a new requirement for the Superintendent to report acts of violence, vandalism and harassment, intimidation, or bullying to the Board at a public hearing and to the New Jersey Department of Education two times per year.

In addition, each school in the district and each district will be graded by the Department of Education in its efforts to implement policies and programs consistent with the provisions of the harassment, intimidation, and bullying prevention statutes. The Superintendent's report and grades must be posted on the district and school websites. The Anti-Bullying Bill of Rights Act revised N.J.S.A. 18A:17-46. However, N.J.S.A. 18A:17-46 has a detailed corresponding administrative code, N.J.A.C. 6A:16-5.3, that is the legal authority for the details contained in Policy and Regulation Guides 8461. It is likely this administrative code will be revised which may require additional revisions to these Guides in the future.

Policy Guide 8461 is **MANDATED** Regulation Guide 8461 is **MANDATED**

**ACTION:**

Mr. Connolly moved, seconded by Ms. Fayer to approve the Board policies on second reading as submitted. On a roll call vote of the Board, motion to approve was carried unanimously.

**7. SECOND READING OF BY LAWS**

- A. Bylaw 0142 – Board Member Qualifications, Prohibited Acts, and Code of Ethics (revised)
- B. Bylaw 0144 – Board Member Orientation and Training (Revised)

**0142 – Board Member Qualifications, Prohibited Acts, and Code of Ethics (Revised)**

Assembly Bill 444 has been signed by the Governor requiring all Board members to undergo a criminal history record check within thirty days of their election or appointment to the Board. Current Board members must also undergo the same record check. The Board may reimburse Board members for the cost of the criminal history record check. The Commissioner of Education will disqualify a Board member who has been convicted of a crime or offense enumerated in N.J.S.A. 18A:12-1 et seq. On June 9, 2011 school districts received a NJDOE Memorandum indicating the thirty-day requirement had been placed on hold pending Federal approval of this new law. On July 14, 2011 districts received a Memorandum from the NJDOE indicating Federal approval has been obtained. The Memorandum also includes the procedure to be followed for the criminal history background search. Until an updated Policy is adopted, a Board that wants to reimburse Board members for the expense should pass a Board Resolution authorizing reimbursement of the criminal history record check for Board members in accordance with the provisions of P.L. 2011, Chapter 72. This resolution was passed by the EWRSD BOE on Oct. 10, 2011.

Bylaw Guide 0142 is **MANDATED**

**0144 – Board Member Orientation And Training (Revised)**

A section of the Anti-Bullying Bill of Rights Act revises N.J.S.A. 18A:12-33 regarding training program requirements for Board members. Bylaw 0144 – Board Member Orientation has been revised to reflect the new requirement that all Board members complete a training program on harassment, intimidation, and bullying, including the school district's responsibilities under the harassment, intimidation, and bullying prevention statutes. In addition, the title of this Bylaw has been revised from Board Member Orientation to Board Member Orientation and Training. Bylaw Guide 0144 is **RECOMMENDED**

**ACTION:**

Mr. Connolly moved, seconded by Ms. Fayer to approve the Board By laws on Second Reading as submitted. On a roll call vote of the Board, motion to approve was carried unanimously.

**8. LANGUAGE ARTS PRESENTATION: GRADES 6-12**

Michael Dzwonar, Assistant Superintendent for Curriculum, Technology and Grants, along with Curriculum Supervisors Maree Griffin and Kevin Akey, gave a presentation on the District Language Arts program for grades six through twelve. (available for review on District website.)

## 9. ANNOUNCEMENTS – Dr. Forsthoffer, CSA

- January 2012 is “School Board Recognition month.” Dr. Forsthoffer read from a recognition of school boards posted on the NJSBA website as follows:

“New Jersey's local boards of education play an essential role in our students' lives. They oversee 587 school districts which, in turn, operate 2,500 public schools and provide educational services to nearly 1.4 million children. They set the policies for our schools and make important decisions affecting curriculum, financing and staffing. New Jersey's 4,800 local school board members devote countless hours - with no compensation - to the oversight and improvement of our children's education. January, 2012 is the 11<sup>th</sup> annual School Board Recognition Month in New Jersey, a time to raise public awareness of the role and responsibilities of local boards of education and to thank your community's school board members for their efforts.” Dr. Forsthoffer thanked the Board for all that they do for our District.

- QSAC UPDATE – so far tentatively we are listed as a high performing school district. By the end of February, we expect to have further monitoring evaluation results.
- There will be a presentation at the middle school on February 8, called “Helping Middle School Students Succeed on State Tests” which will be offered by our curriculum supervisors.
- Kreps Middle school performance of “Willy Wonka” will take place Feb 22, 23 and 24.

## 10. DISCUSSION: APRIL BOARD ELECTIONS

Dr. Forsthoffer gave a brief overview of the recently passed State legislation which offers school districts the option to hold their school board elections in November, instead of April. It also eliminates the need for a community vote on the school budget when the budget is at or below the 2% cap limitation. He added that on the occasion of a district going above the budget cap, voters would only vote on the portion of money that is above the 2% cap. This would be a four year commitment. The budget calendar remains the same.

The Board, CSA, and Board Attorney discussed the pros and cons of the change to the election and budget vote process. It was noted that moving the election to November would save the District approximately \$22,000 in election costs. There was some concern expressed about the issue of partisanship/political persuasions that may come into play. Also, what the ballot would look like. In general the consensus was that it would be beneficial to go forward with this and to place this item up for action this evening.

\*It was decided to hold the public comment period at this time prior to voting.

### \*11. FIRST OPPORTUNITY FOR PUBLIC COMMENT

Deborah Macmillan, of Hightstown, president of the League of Women Voters commented that though it is not known where the board candidates would appear on the ballot at this time, they most likely would be placed at the bottom or separately. Many more people come out to vote in November. This will influence the outcome on both issues whether board member elections or voting on a budget above the 2% cap. She spoke in support of moving the election date to November. It is expected that there will be greater voter participation in November which is a good thing for the community.

### 10A. (Added at Meeting) BUDGET AND ELECTION VOTE

As the State permits school districts to change the current method of adopting the budget and electing board members, the attached resolution is the recommended format to accomplish this. The District administration is comfortable with the 2% cap limitation and can operate the District under the local tax levy maximum of 2%. It is recommended that the Board approve the attached resolution to eliminate the vote on the annual budget and move the election of school board members to the next general election date in November.

## **RESOLUTION TO ELIMINATE THE VOTE ON THE ANNUAL BUDGET AND TO MOVE THE ELECTION OF SCHOOL BOARD MEMBERS TO THE GENERAL ELECTION IN NOVEMBER**

**Whereas**, Public Law P.L. 2011, Chapter 201, Laws of 2012 provides that the local school district may adopt a resolution to eliminate the vote on its annual school budget that is within the statutory cap imposed by the State of New Jersey, and

**Whereas**, the above legislation provides that the above action would require districts to hold their annual election for school board members in November during the regular general election, and

**Whereas**, the East Windsor Regional School District Board of education has determined that the statutory restrictions on the local levy tax increase for annual school appropriations is appropriate and sufficient to control and maintain a thorough and efficient education for the children of the East Windsor Regional School District Board of Education, and

**Whereas**, the East Windsor Regional School District Board of Education , consistent with the budgetary restrictions expressed above, believes that dispensing with annual school budget votes will save taxpayer dollars, and

**Whereas**, the East Windsor Regional School District Board of Education believes that school board member elections in November will attract a far greater number of voters that typically vote in April elections, and

**Whereas**, the East Windsor Regional School District Board of Education believes that the elimination of the vote on the school budget and the movement of the board member election to November is in the best interest of the East Windsor Regional School District community, and

**Whereas**, the East Windsor Regional Board of Education understands that this decision shall remain in effect for a minimum of four years,

**Now Therefore Be It Resolved**, that the East Windsor Regional School District board of Education does hereby determine that it will eliminate the vote on its annual school budget which shall be within the statutory cap and become effective for the 2012-13 budget, and

**Be It Further Resolved** that the East Windsor Regional School District Board of Education does hereby determined that the election of school board members will occur at the annual general election in November, 2012.

Discussion: The Board further discussed the pros and cons of the above Resolution prior to voting.

### ACTION ON ITEM 10A

## **RESOLUTION TO ELIMINATE THE VOTE ON THE ANNUAL BUDGET AND TO MOVE THE ELECTION OF SCHOOL BOARD MEMBERS TO THE GENERAL ELECTION IN NOVEMBER**

Mr. Connolly moved seconded by Ms. Fallon to approve the Resolution as submitted.

On a roll call of the Board, **Voting Yes:** Mr. Connolly, Mr. Ettman, Ms. Fallon, Ms. Fayer, Ms. Harrington, Ms. Lloyd, Mr. Paul. **Voting No:** Ms. Abel **Abstaining:** no one.

**Motion to approve was carried with 7 YES votes.**

### **12. FIRST OPPORTUNITY FOR BOARD MEMBERS COMMENTS**

Ms. Fayer, commented she attended the high school "Coffee House". The performers were excellent. The kids did a phenomenal job.

Ms. Harrington congratulated this evening's award recipients. Commented on the strategic planning presentation. It sounds like an extremely cumbersome and time consuming process and expressed concerns and reservations with going forward.

Ms. Fayer asked if any other agencies use strategic planning in a more defined or better way. Is concerned about not having experts who are sufficiently trained looking at the data. A five year plan is important but do we want a five year plan that we are bound to. We should look into other options, such as another source or an administrator to lead it.

Ms. Harrington agrees that being bound to a 5 year plan may be difficult. Our target areas may change based on the results of test data. We can bring others, teachers, parents into the conversation, but if it has to be driven by data our administrators are best suited to identify issues and put us on the right track

Ms. Fallon prefers an administrator /board member driven strategic planning process and to create our own 5 year plan.

Mr. Connolly supports the public input component but dislikes the “leap of faith element” that we have to accept what is presented to us.

Mr. Paul dislikes ceding control of district goals and activities to outsiders and having them delivered to us. He expressed having no issue with obtaining input from people, but with this process we are giving up control to the school boards association and outside stakeholders to create our 5 year plan.

Mr. Ettman expressed concern about the prospect of having people on public committees who have no sufficient knowledge of the given subject area of the committee. Opinion is one thing, but handing control to people who may have an agenda is not in our best interest. Our administrators have valuable knowledge that the public does not.

Mr. Paul commented on Ms. Friedman’s response to his question as to what happens when you get to that end product and the board doesn’t agree with some of the goals. The answer was that it’s a leap of faith and you have to accept what is presented. Mr. Paul expressed he is not comfortable with that response.

Ms. Fallon commented on Colleen Murphy, one of the essay award recipients this evening. This student also writes a column for the Windsor Heights Herald and thinks this is a very admirable achievement.

Mr. Paul thanked the Board for their support during his absence. He also thanked all the donors to the school district. All donations are greatly appreciated.

**13. EXECUTIVE SESSION – not needed.**

**14. MOTION TO APPROVE ROUTING 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. The following items are recommended for Board approval:

- A. Staffing
- B. Emergent Hiring
- C. Bullying Report from January 9, 2012
- D. Travel Related Expenses
- E. Out of District Placement
- F. Professional Services for Students
- G. Volunteers
- H. Donations to:
  - 1) HHS Music Department from Robasser family
  - 2) HHS Music Department from Wetac to move pianos
  - 3) MHK “Week of Respect” from Howland family
  - 4) HHS FIRST Robotics Team from Agostino family
- I. Field Trips
- J. Approval of Minutes – January 9, 2012
- K. Usage of Kreps School as Emergency Evacuation Location for Busy Bee Preschool
- L. Non-Resident Student Tuition Contract
- M. Open New Account with CitiBank
- N. Declaration of Surplus Property/Donation of District Mini-Van to EWT Fire Department
- O. Board Secretary’s Report – December, 2011
- P. Treasurer’s Report – December, 2011
- Q. Transfer Report – December, 2011
- R. Bill and Claims Report – January 23, 2012

ACTION on Item 14 (Motion to Approve Routine Items). except item G. Volunteers and R. Bill List. Mr. Connolly moved, seconded by Ms. Fayer that the Board approve the routine agenda item with the exception of G and R as submitted. On a roll call vote of the Board, motion to approve was carried unanimously.

ACTION on 14.G Volunteers: Ms. Fayer moved, seconded by Ms. Lloyd to approve item G as submitted. Voting yes: Ms. Abel, Ms. Fallon, Ms. Fayer, Ms. Harrington, Ms. Lloyd, Mr. Paul  
Voting no: no one. Abstaining: Mr. Connolly Motion to approve was carried with 6 Yes votes.

ACTION on 14.R1 Bill List (Batches #52, 53, 54 only):  
Mr. Connolly moved seconded by Ms. Fayer to approve. On a roll call vote of the Board, motion to approve was carried unanimously.

ACTION 14.R2 Bill List (Batch #55 only)  
Mr. Connolly moved seconded by Ms. Fallon to approve. Voting yes: Ms. Abel, Mr. Connolly, Ms. Fallon, Ms. Harrington Ms. Lloyd, Mr. Paul. Voting no: no one. Abstaining: Mr. Ettman and Ms. Fayer.  
Motion to approve was carried with 6 Yes votes.

ACTION on 14 R3 Bill List (Batch #56 only):  
Ms. Fayer moved, seconded by Ms. Fallon to approve. Voting yes: Ms. Abel, Mr. Ettman, Ms. Fallon Ms. Fayer Ms. Harrington, Ms. Lloyd. Voting no: no one Abstaining: Mr. Connolly and Mr. Paul.  
Motion to approve was carried with 6 Yes votes.

**BACKGROUND on EXCEPTION ITEMS:**

**A. STAFFING – As submitted.**

**B. EMERGENT HIRING**

Board approval is recommended for the submission of applications for emergent hiring pending completion of the criminal history background check to the County Superintendent for the following individuals:

- Amy Gawrys                   Teacher
- James Ransavage           Teacher

**C. BULLYING REPORT FROM January 9, 2012**

**D. TRAVEL RELATED EXPENSES**

K. Akey, M. Griffin, S. Small, A.Tedeschi   CTG   Jan. 26, 27, 2012 Registration for TECHSPO 2012 - Bally’s Hotel, Atlantic City, NJ	\$1,107.00
T.Thompson    Business Office   Feb. 9, 2012 Registration for Prof. Dev. Program: “Fiscal Issues”, NJASBO, Robbinsville, NJ	75.00
K. Stumbaugh   Business Office   Feb. 9, 2012 Registration for Prof. Dev. Program: “Fiscal Issues”, NJASBO, Robbinsville, NJ	75.00
W. Conley, D.Mahoney, A.Sandhir, L.Douglass, R.Raimondo   Stu. Svs. Feb. 10, 2012 Registration: “Dimensions of Effective Instruction for Individuals w Autism Spectrum Disorders” Crown Plaza Monroe NJ    and April 17, 2012 Registration: Helping Students w Autism Learn During Group Instruction” Sheraton Raritan, Edison NJ	Both workshops: 1,075.00
I. Reitano        Transportation    March 26, 27, 2012 Conference Registration (full member fee) School Transp. Supervisors, Atlantic City, NJ	300.00

S. Schaible	Transportation	March 26, 2012	
Conference Registration (daily rate member fee) School Transp. Supervisors, Atlantic City, NJ			210.00
T. Santolini	Transportation	March 26, 2012	
Conference Registration (Mechanics Program) for School Transp. Supervisors, Atlantic City, NJ			100.00
J. Malta	Transportation	March 26, 2012	
Conference Registration (Mechanics Program) for School Transp. Supervisors, Atlantic City, NJ			100.00
T. Mahon	WCB	March 5, 2012	
Membership and Registration for NJAHPERD Workshop Ocean Place Resort, Long Branch, NJ			100.00
M. Svoboda	Tech.	Jan, 26, 27, 2012	
Registration for TECHSPO 2012 - Bally's Hotel, Atlantic City, NJ			369.00
D. Feaster, D. Nemeth	Personnel	Feb. 2, 15, March 2, 2012	
Registrations for "Implementing the Common Core Standards Workshops FEA Conference Center, Monroe Twp. NJ			790.00
Total for Month			10,697.00
YTD Total			20,082.30

**E. OUT OF DISTRICT PLACEMENT IN PUBLIC AND PRIVATE SCHOOLS**

**New Hope Academy**

Tuition January 2, 2012 through June 30, 2012

1. Student:	#400538	REG.	\$ 23,331.36
2. Student:	#600807	REG.	\$ 23,331.36

**F. 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
capitalhealth	Auditory Processing Evaluation	Per Rate Schedule
ilingua School of Languages & Translation Service	Foreign Language Interpreter	\$105 per hour, plus \$30 per hour travel time

**G. VOLUNTEERS**

The following have offered to volunteer/chaperone at:

Walter C. Black School:

Jennifer Brown	Selvakumar Neelagaman
Chen Chih-Fen	Catherine Roberts
Michelle Connolly	Gregory Salter
Greg Dreyer	Padmavati Valiveti
Amy Gazaleh	

Hightstown High School: Craig Evans

Melvin Kreps School: Mary Branstrom

**H. DONATIONS to:**

**1. HHS Music Department from the Robasser Family**

Ms. Dorothy Robasser, 91 Rocky Brook Road, East Windsor, NJ 08520 would like to donate an Otto Attenburg grand piano to the Music Department of Hightstown High School.

**2. HHS Music Department to Move Pianos**

An Otto Attenburg grand piano is being donated to the Music Department of Hightstown High School.

The existing piano at HHS will be moved to the Melvin H. Kreps Middle School.

Mr. Bruce Ackerman, Wetac, P. O. Box 442, Windsor, NJ 08561 would like to pay for the cost of delivering the donated piano to HHS and for moving the existing piano at HHS to MHK. The estimated cost is \$425.00.

**3. MHK “Week of Respect” from the Howland Family**

Demetrio, Tara, and Joleigha Howland, 540 Nettleton Dr., East Windsor, NJ 08520 would like to donate \$500.00 to the Melvin H. Kreps Middle School. The funds would be used for supplies needed to support the Week of Respect.

**4. HHS FIRST Robotics Team from the Agostino Family**

Mr. Lou Agostino, 21 Greenbrook Dr., Cranbury, NJ 08512 would like to donate a workbench to the FIRST Robotics Team of Hightstown High School.

**I. FIELD TRIPS**

Field Trips planned for Melvin H. Kreps School:

NJASC – State Officers Meeting, Somerville High School, 222 Davenport St., Somerville, NJ

**J. APPROVAL OF MINUTES FOR JANUARY 9, 2012**

As submitted. Minutes are posted on District website and on file in Board Secretary’s office.

**K. USAGE of MHK as EMERGENCY EVACUATION LOCATION for BUSY BEE PRESCHOOL**

Ms. Caleope Bernhardt, the Director of the Busy Bee School located at 364 Dutch Neck Road, East Windsor, NJ has requested permission to use the Melvin H. Kreps Middle School as its designated evacuation location. As required by NJ State Licensing, the preschool director must specify an area to relocate its approximately 30 students in the event of a fire or similar emergency. The preschool will provide its own transportation.

**L. NON-RESIDENT STUDENT TUITION CONTRACT**

There is a regular education twelfth grade student who has moved outside District boundaries and would like to continue his education and attend the East Windsor Regional School District for the remainder of the 2011-12 school year as a non-resident tuition student. The student resides in Hamilton, NJ. The parents/guardians have agreed to pay the District tuition for this student on a monthly basis as per the Board approved 2011-12 tuition rate of \$12,860. per student for the high school.

**M. OPEN NEW ACCOUNT WITH CITIBANK**

In order to facilitate the new Flexible Spending Account plan, it is in the best interest of the District to authorize the District FSA administrator, CIGNA, to open an account with Citibank to execute and deliver all documents and services in relation to the FSA. Board approval is recommended of the agreement between Citibank, N.A. and the East Windsor Regional School District, with Kurt Stumbaugh, SBA and Thaddeus Thompson, Assistant SBA as signers for this account, as submitted.

**N. DECLARATION OF SURPLUS PROPERTY /DONATION OF DISTRICT MINI-VAN TO EAST WINDSOR TOWNSHIP FIRE DEPARTMENT**

The District is in possession of a mini-van that is in need of extensive repair and is taking up space in the transportation yard. It is in the best interest of the District to declare this vehicle as surplus property.

As the East Windsor Township Fire Company #2, located at 69 Twin Rivers Drive, East Windsor, NJ has expressed a need for surplus/retired vehicles, the District will donate this vehicle to the Fire Company.

<u>Make</u>	<u>Year &amp; Model</u>	<u>VIN #</u>
<i>Chevrolet</i>	<i>1988 Van</i>	<i>2GBHG 31KXJ 4146351</i>

**O. BOARD SECRETARY'S REPORT FOR DECEMBER, 2011**

**WHEREAS**, the Board of Education has received the report of the Board Secretary and Treasurer for the month of December, 2011 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.

**P. TREASURER'S REPORT FOR DECEMBER, 2011**

The Report of the Treasurer of School Monies for the month of December, 2011 is submitted for approval. The Treasurer's report is in agreement with the Board Secretary's report

**Q. TRANSFER REPORT FOR DECEMBER, 2011**

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.

**R. BILL AND CLAIMS REPORT FOR JANUARY 23, 2011**

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 as submitted in the attached reports for the Grand Total Amount of \$689,088.99

**12. SECOND OPPORTUNITY FOR PUBLIC COMMENT**

No one spoke.

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

Ms. Abel commented that a District student participated in a Dateline TV episode that dealt with bullying. She added it was very well done and described how it showed the mob mentality of bullying.

**14. EXECUTIVE SESSION**

The Board went into closed session.

**15. OPEN SESSION**

**16. ADJOURN**

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**Kurt Stumbaugh, Board Secretary**