

Regular Meeting on March 24, 2011

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

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION  
& PUBLIC HEARING ON 2011-12 BUDGET MARCH 24, 2011**

**The Board of Education of the East Windsor Regional School District held a Regular meeting, and a Public Hearing on the 2011-12 Budget, on Thursday, March 24, 2011 at 7:30 p.m. in the Hightstown High School Cafeteria , 25 Leshin Lane, Hightstown, NJ.**

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

**AGENDA ITEMS**

**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 kept by the Board Secretary and will be made 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.

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.)

**2. PLEDGE OF ALLEGIANCE**

**3.A APPROVAL OF AGENDA**

Mr. Laverty moved, seconded by Ms. Fayer to approve the agenda with an addendum to staffing item. On a roll call vote of the Board, motion to approve was carried unanimously.

**3.B RESOLUTION FOR CLOSED SESSION**

Mr. Laverty 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 March 24, 2011. These closed sessions concern 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.

#### **4. PRESENTATION & RECOGNITION: NEW JERSEY PEER TO PEER - MHK**

At the March 24, 2011 Board of Education meeting, there was a presentation and recognition of the students that are part of the Peer to Peer Program at the Melvin H. Kreps Middle School. As a statewide effort to address substance use among 7th and 8th graders, Former Governor Christine Todd Whitman initiated the New Jersey Peer to Peer program in 1997. The Princeton Center for Leadership Training, through a grant from the NJ Department of Education, developed NJPTP and provided technical assistance and training to middle schools throughout NJ to establish and maintain their Peer to Peer programs. The Melvin H. Kreps Middle School first established its Peer to Peer program in 2004. Despite the elimination of the Princeton Center for Leadership Training and NJDOE's support of NJPTP two years ago, the Kreps Peer To Peer program continues to exist because of the sustainability it cultivated through its integration into and positive effect on Kreps' school culture.

The purpose of NJPTP is to develop student leadership capacity and enhance social and emotional skills such as problem solving, decision making, communication and building healthy relationships. The leadership skill training consists of lessons focusing on alcohol, tobacco and other drug prevention that is designed to delay the onset and reduce rates of student substance use. The structure of NJPTP has a two-tiered impact on Kreps students. The first tier consist of the sixteen 8<sup>th</sup> grade students who are selected as peer leaders and receive four months of leadership training and social and emotional skill building. The second tier of impact occurs when the sixteen peer leaders then present five outreaches to the entire sixth grade by visiting the Social Studies classrooms from January through May. During the classroom visits, the peer leaders conduct activity based lessons with the sixth graders on various topics related to substance abuse prevention. The peer leaders also serve as positive role models for their peers.

The peer leaders for 2010-2011 are: Nicholas Alston, Brionna Bryant, Justin Durrant, Alexis Emery, Nathalie Gonzalez, Maddie Grubbs, Jessica Lopez, Jonathan Lugo, Amani Najjar, Katelyn Reiss, Adiba Salim, Andrea Schrock, Sohun Shah, Gabrielle Wickizer, and Elyse Zilocchi. The NJPTP adult mentors are Hillary Stryker, Student Assistance Coordinator and Frank Vespe, School Counselor for 6<sup>th</sup> grade.

#### **5. PUBLIC HEARING ON PROPOSED 2011-12 BUDGET**

Dr. Forsthoffer introduced his presentation on the final 2011-12 budget. He explained the purpose of tonight's meeting is to have the Board finalize the budget and send it to the County Board of Elections. When Governor Christie gave his budget address on Feb. 22, we found out how much State aid we will be receiving. Last year this District had a cut in aid equal to 5% of the total budget. This amounted to just shy of 4 million dollars. This year, the Governor has restored 1/5<sup>th</sup> of that money or about \$780,000. Although we are still short of about 3.2 million dollars, this was better news than expected. Our tentative budget has been approved by the Executive County Superintendent, and the final budget presented tonight is only slightly modified. The Board is asked to approve this final budget, to be voted on at the annual school board election to be held on Wednesday, April 27, 2011.

Dr. Forsthoffer commenced his budget presentation to the Board using a power point demo. (\*budget and presentation is available for review on District Website).

#### **6. COMMENTS AND QUESTIONS**

Ms. Weisman noted that at this point of the public hearing, the Board invites the public to comment or express any questions they may have on the budget presentation.

As there were no comments, Ms. Weisman closed the public hearing.

## 7. APPROVAL OF 2011-12 BUDGET AND RELATED BALLOT QUESTIONS

After the public hearing on the proposed budget for the 2011-12 school year, separate Board action is required to submit the budget to the voters for approval.

**Mr. Lavery moved, seconded by Ms. Fallon,** that the Board approve the attached 2011-2012 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 \$75,371,948 and a  
Local Operating Budget Tax Levy of \$56,953,654  
Total Grants and Entitlements Fund Budget of \$1,707,914  
Total Repayment of Debt Fund Budget of \$3,627,408 and a  
Repayment of Debt Fund Tax Levy of \$3,477,380.

**RESOLVED:** that there should be raised for Operating Budget \$56,953,654 for the ensuing school year 2011-2012.

### Discussion:

Ms. Weisman thanked Dr. Forsthoffer for the presentation and noted it was very clear and concise. She expressed appreciation to all the administrators for their work in putting together the 2011-12 budget.

**Vote:** On a roll call vote of the Board, motion to approve the final 2011-12 Budget and the related ballot question was carried unanimously.

## 8. ANNOUNCEMENTS

Dr. Forsthoffer made the following announcements:

- Kindergarten is having a "meet and greet" on April 11, 2011 in each elementary school from 4:30 to 5:30 pm.
- We will be honoring the success of our student participants in the County Science Fair and in the Scripps Spelling Bee at the next Board meeting.
- His visits to meet with community members to discuss the budget are ongoing.
- The high school "Pops Concert" was a great success. As always, extremely impressed with our student's talent.
- The high school talent show is now presently underway this evening.

## 9. FIRST OPPORTUNITY FOR PUBLIC COMMENT

No one spoke.

## 10. FIRST OPPORTUNITY FOR BOARDMEMBERS' COMMENTS

Ms. Fayer commented on negative NJDOE school funding ruling against Governor Christie's budget. She hopes it does not affect middle class income communities like ours.

Ms. Fallon suggested that at end of school year the curriculum supervisors provide a recap of the school year and programs. Also to update on the progress of the new high school scheduling.

Ms. Lloyd asked about the date of the Curriculum Fair. It will be on Thursday April 14 from 6:00 to 8:30 pm.

Ms. Fallon commented it is important the public is aware the election date is Wednesday, April 27, 2011, and to encourage the community to vote.

- 11. **EXECUTIVE SESSION** (Optional)
- 12. **MOTION TO APPROVE ROUTINE ITEMS BY EXCEPTION**
  - A. Staffing (with addendum)
  - B. Professional Services
  - C. Contract for Conducting Post-School Outcomes Survey of Students with Disabilities Cohort V: 2009-10 Student Exiters
  - D. Travel and Related Expenses
  - E. 2010 School Year NCLB Amendment
  - F. NCLB Salary
  - G. HHS World Language Exchange Program - Overnight Field Trip to Spain
  - H. Hosting Spanish Exchange Students and Itinerary
  - I. Field Trip Approvals
  - J. Volunteers
  - K. Donation from Wal-Mart to WCB School
  - L. Non- Paid Club at MHK– Drama Club
  - M. Tuition Agreement with Mercer County VoTech
  - N. Safety Grant Application
  - O. Board Secretary's Report – February, 2011
  - P. Treasurer's Report- February, 2011
  - Q. Transfer Report – February, 2011
  - R. Bill Lists – March 24, 2011

**ACTION:**

Having read and reviewed the materials received, Mr. Lavery moved, seconded by Ms. Fallon to approve the routine agenda items as submitted.

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

**A. STAFFING (with addendum)**

**B. PROFESSIONAL SERVICES**

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
Heidi Wolfinger, M.Ed., CCC-A/SLP, C.E.D	Professional Services	\$115.00 per hour

**C. CONTRACT FOR CONDUCTING POST-SCHOOL OUTCOMES SURVEY OF STUDENTS WITH DISABILITIES COHORTV: 2009-10 STUDENT EXITERS**

In compliance with the Individuals with Disabilities Education Act (IDEA) 2004, all NJ districts must conduct a post-transition survey of students with disabilities who have exited within a designated year.

It is recommended that the Board approve the contract for conducting the Post-School Outcomes Survey of Students with Disabilities Cohort V: 2009-10 Student Exiters.

**D. TRAVEL AND RELATED EXPENSES**

K. Natalizio	Curriculum	May 25, 2011	NJTESOL/NJBE 2011 Spring Conference, Hyatt Regency, New Brunswick, NJ	149.00	149.00
R. Klim	Student Services	April 11, 2011	NJASSW Spring Institute 2011: Supporting Children's Needs, Crowne Plaza Hotel, Monroe, NJ	130.00	130.00
Kurt Stumbaugh	Business Office	June 1, 2, 3, 2011	Registration and accommodation for Annual NJASBO Spring Conference, Borgata Hotel, Atlantic City	350.00	350.00
Thad Thompson	Business Office	June 1, 2, 3, 2011	Registration and accommodation for Annual NJASBO Spring Conference, Borgata Hotel, Atlantic City	350.00	350.00
M. Nikola	Bldgs. & Grounds	May 3, 4, 5, 2011	Registration and accommodation for Metasys DX-9100 Operation/ Troubleshooting Course, Johnson Controls Training Institute, Sparks, MD	2,036.70	2,036.70
M. Tiedemann	Student Services	April 29, 2011	Registration for ALC Spring Conference, Hilton, Woodbridge, NJ	90.00	90.00
S. Zircher	McKnight School	Mar. 19, 2011	Bus cost to transport district elementary teachers to Columbia Univ. in NYC to attend Literacy Conference	520.00	520.00
Total for Month					5073.70
<b>YTD Total</b>					<b>16,517.69</b>

**E. 2010 SCHOOL YEAR NCLB AMENDMENT**

Amendment is required to include the 2008-09 carry over funds into the 2010 school year NCLB Budget.

The new amounts are:

Title IA:	\$417,959
Title IA SIA:	\$1,492
Title IIA:	\$112,196
Title IID:	\$3,766
Title III:	\$66,838
Title IV:	\$12,267

**F. NCLB SALARY**

Approve salary for Title IA and Title IA ARRA funding for Melvin H. Kreps School after-school remedial teacher, Brianne Johnson, @ \$37 per hour, retroactive from 3/21/11 and ending 4/28/11. Account #20-232-100-107-03-75-10 #20-232-100-107-10-75-10 #20-231-100-104-03-81-10

**G. HHS WORLD LANGUAGE EXCHANGE PROGRAM OVERNIGHT FIELD TRIP TO SPAIN**

The World Language Spanish Exchange Program of Hightstown High School would like to have an overnight trip to Burriana, Spain from March 28 to April 13, 2012.

**H. HOSTING SPANISH EXCHANGE STUDENTS AND ITINERARY**

The World Language Spanish Exchange Program of Hightstown High School would like to have students from Spain stay with host families from August 20 to September 10, 2011. The families of these same students will be hosting HHS students during the March 28 – April 13, 2012 field trip to Burriana, Spain.

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**I. FIELD TRIP APPROVALS**

Field Trips planned for Hightstown High School:

4/6/11 NJ National College Fair – Guidance Dept.  
NJ Convention & Expo Center, 97 Sunfield Ave, Edison, NJ

Field Trips planned for Walter C. Black School:

3/30/11 Safety Patrol Grade 5 Students NJ State Police - Museum & Learning Center, River Road, West Trenton, NJ  
4/6/11 Grade 5 – NJ State Museum, 205 West State Street, Trenton, NJ  
5/2/11 Grade 4 – TCNJ Theater – My Heart in a Suitcase. Pennington Road, Ewing, NJ  
5/24/11 Grades 3, 4, 5 – Franklin Institute 222 North 20th Street, Philadelphia, PA  
6/1&2/11 Grade 4 - Poricy Park Nature Center 345 Oak Hill Road, Middletown, NJ  
6/8/11 Grade 5 – Eagle River Day Camp 1470 Perrineville Road, Monroe Twp., NJ

Field Trip planned for Ethel McKnight School:

6/3/11 Grade 4 – Franklin Institute 222 North 20th Street, Philadelphia, PA

**J. VOLUNTEERS**

The following has offered to volunteer/chaperone at the Grace Rogers School:

Michael Bennink

The following have offered to volunteer/chaperone at the Walter C. Black School:

Anjana Bhardwaj	Gretchen Potter
Luz Caruso	Sarah Anders
Sarabjit Kaur	Rochelle Desatnik
Monet Laws	Lopa Patel
Susan Olbrys	Lavanya Srinath

**K. DONATION FROM WALMART TO WCB SCHOOL**

Wal-Mart, Ms. Jessica Utz, Store Manager, 839 Route 130 North, East Windsor, NJ 08520 would like to donate school supplies to the Walter C. Black Elementary School. The supplies are for the students and consist of pencils, scissors, glue sticks and student name plates.

**L. NON-PAID CLUB AT MHK – DRAMA CLUB**

The Melvin H. Kreps Middle School would like to start a new club entitled “Drama Club” which would fall under the category of a non-paid extracurricular activity with a teacher advisor. The purpose of the club is to give students who are not in the school musical an opportunity to participate in small drama activities. The advisor will be Robert Seda-Schreiber, one of the art teachers at the Kreps School, who has taught acting classes and directed one-act plays at the school.

**M. TUITION AGREEMENT WITH MERCER COUNTY VOTECH**

The High School currently has seven students who attend the Vocational Program at Mercer County Technical Schools. As their current schedule does not allow time for their participation in the subjects of Physical Education and Foreign Language, the Guidance Department has arranged for them to take these subjects while at the vocational school for a rate of \$500.00 per student. This is the second year the District has participated in such an agreement.

**N. SAFETY GRANT APPLICATION**

The New Jersey School Boards Association Insurance Group is offering a grant opportunity entitled 2011 Safety Grant Program with an authorized grant amount for the EWRSD in the amount of \$41,680. The process involves a grant application that requires Board approval.

**O. BOARD SECRETARY'S REPORT – FEBRUARY, 2011**

**WHEREAS**, the Board of Education has received the report of the Board Secretary and Treasurer for the month of February, 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 – FEBRUARY, 2011**

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

**Q. TRANSFER REPORT – FEBRUARY, 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 LISTS – MARCH 24, 2011**

The Bill and Claims Reports 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 **\$9,022,459.01**

**13. SECOND OPPORTUNITY FOR PUBLIC COMMENT**

No one spoke.

**14. SECOND OPPORTUNITY FOR BOARD MEMBERS COMMENTS**

Mr. Lavery commented on the high school "Pops Concert". The students are remarkable and very talented and the amount of performance experience they are receiving is impressive.

Ms. Weisman spoke on her visit to the middle school to speak to the 7<sup>th</sup> grade G & T students on the legal system. They asked many interesting questions, and it was a very enjoyable experience.

Ms. Fayer thanked all the non paid volunteers in the district for their dedication to our students.

Ms. Weisman agreed that it is amazing how many of our teachers go above and beyond to help our students. We are very grateful

Ms. Fallon commented on information she read in the School Board notes regarding executive session rulings. There may be changes ahead and agenda scheduling must remain in compliance with any new county rulings.

Mr. Lavery asked about having a high school student representative on the Board and noted that we have had student representatives in the past.

The Board collectively agreed there are many items to be addressed and will need to consider the procedure. There will need to be a selection process, and determine what if any student s would be interested. The consensus is that the involvement of students is always welcome and Dr. Forsthoffer will initiate a plan to move forward with this endeavor in September, 2011.

**15. EXECUTIVE SESSION**

**16. OPEN SESSION**

**17. ADJOURN**

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**Kurt Stumbaugh, Board Secretary**