

**Date of Board Approval:** 8/11/14

**Department:** Business Office

---

**SUBJECT: Minutes of the Regular Meeting of the Board of Education on  
JUNE 2, 2014**

---

**6:00 p.m. RECOGNITIONS**

Prior to the start of the business portion of the meeting, the District recognized the following staff who are retiring this year:

<i>Catherine Anzuini</i>	<i>Diana Horowitz</i>	<i>Sonya Neer-Atkinson</i>
<i>Mindy Berman</i>	<i>Thomas Jackson</i>	<i>Joan Newell</i>
<i>Charles O'Neal</i>	<i>Linda Katz</i>	<i>Deborah Ongaro</i>
<i>Diana Chase</i>	<i>Nadia Keegan</i>	<i>Gayle Parker</i>
<i>Gilbert Dilts</i>	<i>Jeff Kesten</i>	<i>Maria L. Rodriguez</i>
<i>Linda Dombrowski</i>	<i>Ellen Mace</i>	<i>Joyce Simons</i>
<i>Suzanne Dominiquez</i>	<i>Gail Mackey</i>	<i>Martha Swanson</i>
<i>Sharon Falitz</i>	<i>Thomas Mahon</i>	<i>Martin Tobias</i>
<i>Joanne Goddard</i>	<i>Leslie Martin-Borsuk</i>	<i>Deborah Townsend</i>
<i>Hillary Greenfield</i>	<i>Carol Montferrat</i>	<i>Darlene Turner</i>
<i>Martin Handel</i>	<i>Mary Jane Moonan</i>	<i>Bonnie Wham-Prutow</i>

The Board and Administration wished everyone a happy and healthy retirement and thanked them for their years of dedicated service to the district.

**7:30 p.m. Regular Business Meeting**

The Board of Education of the East Windsor Regional School District, Hightstown, NJ, held a regular meeting on JUNE 2, 2014 at 7:30 p.m. in the cafeteria of Hightstown High School located at 25 Leshin Lane, Hightstown, NJ

**Members Present:** Pete Bussone, Paul Connolly, Suzann Fallon, Bertrand Fougnyes, Lilia Gobaira, Kennedy Paul (arrived 7:35 p.m.) Alice Weisman

**Members Absent:** Christine Harrington, Robert Laverty (with advance notice)

**Also Present:** Dr. Edward J. Forsthoffer, Chief School Administrator  
Thaddeus Thompson, SBA/Board Secretary  
Lee Hutchinson, o/b/o David Coates as 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 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." 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. APPROVAL OF AGENDA**

Mr. Connolly moved, seconded by Ms. Fallon to approve the agenda as submitted including an addendum to staffing.

Vote: On a roll call poll of the Board, Motion to approve was carried unanimously with 6 ‘yes’ votes.

### **B. RESOLUTION: EXECUTIVE SESSION**

Mr. Connolly 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 two closed sessions during its regular meeting on Monday, June 2, 2014. These closed sessions concern:

1. Personnel – Non-affiliated contracts
2. Contract Negotiations – EWMA Update
3. Student Matters – Bullying

Vote: On a roll call poll of the Board, Motion to approve was carried unanimously with 6 ‘yes’ votes.

### **4. RECOGNITION of 2014 GOVERNOR’S TEACHER AWARD RECIPIENTS**

- Nicole Francis – Ethel McKnight
- Randi Tompkins-Byock – Perry L. Drew
- Marjorie Nubile – Walter C. Black
- Shannon Morgan – Grace N. Rogers
- Robert Cook – Melvin H. Kreps
- Marion Mullen – Hightstown High School

### **5. PRESENTATION by 2013 Governor’s Teacher Award Recipients**

Each of the recipients of the last year’s awards (listed below) shared with the Board how they utilized their award money received last year, and to what benefit it serves the students.

- Dominique Murphy – Grace N. Rogers
- Joan Newell – Walter C. Black
- Susan Stringfellow – Ethel McKnight
- Melanie Diamond – Perry L. Drew
- Brittany Wertheimer – Melvin H. Kreps
- Elizabeth Dunn – Hightstown High School

### **6. RECOGNITION: DR. FRANCO PAOLETTI of HHS**

At the June 2, 2014 meeting, the Board of Education of the East Windsor Regional School District was pleased to recognize Hightstown High School science teacher Dr. Franco Paoletti. Due to his doctoral thesis which was completed in 1989 and his ongoing research, Dr. Paoletti had been invited to work collaboratively with ENEA Italian National Research Laboratories in Italy on the topic of nuclear fusion energy devices. As a result, Dr. Paoletti was a contributor to an article which was recently published in the international scientific journal *Nuclear Fusion*. For this peer-reviewed article, Dr. Paoletti listed his affiliation to be the East Windsor Regional School District. He also continues to work on fusion with an international group which is based at the Massachusetts Institute of Technology. Dr. Paoletti has been teaching science at Hightstown High School since September 2002 and is currently teaching all levels of chemistry. His students will definitely benefit from and are looking forward to the knowledge he will be sharing with them. We are very proud of Dr. Paoletti’s accomplishment and he is a valued member of our faculty.

**7. FIRST OPPORTUNITY FOR PUBLIC COMMENT – no one spoke**

**8. FIRST OPPORTUNITY FOR BOARD MEMBER’S COMMENTS**

Ms. Fallon asked about the high school running track and usage by the community.

Mr. Vinson, high school principal, responded that the track and turf field are locked for security purposes.

Ms. Fallon commented on concussion pretesting; and a Trenton Times article regarding CPR training as part of the health curriculum in schools.

Ms. Weisman noted that we do teach CPR to our students.

Mr. Paul commented that it was a great idea to open the track to the seniors on prom day.

Ms. Fallon commented on the Hightstown Memorial Day parade. The high school and middle school band sounded great. The Robotics Team was also featured.

Mr. Connolly commented that he too enjoyed the parade.

**9. SECOND READING OF BOE POLICIES**

The following policies are being submitted for Board approval on SECOND reading:

- P1240 - Evaluation of Superintendent – Mandated /Revised
- P3142 - Nonrenewal of Non tenured Teaching Staff Member-Recommended/Revised
- P3144 - Certification of Tenure Charges – Recommended/ Revised
- P3221 - Evaluation of Teachers - Mandated/Revised
- P3222 - Evaluation of Teaching Staff Members, Excluding Teachers and Administrators  
- Mandated/Revised
- P3223 - Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals -  
Mandated/Revised
- P3224 - Evaluation of Principals, Vice Principals, and Assistant Principals –Mandated/New
- P4146 - Nonrenewal of Nontenured Support Staff Member - Recommended/Revised

**1240 - Evaluation of Superintendent (M) (Revised)**

AchieveNJ administrative code, N.J.A.C. 6A:10-7.1 – Evaluation of Chief School Administrators, requires revisions to Policy and Regulation Guides 1240. Policy Guide 1240 is consistent with the AchieveNJ administrative code and should replace the district’s existing Policy Guide 1240. Regulation Guide 1240 provides recommended procedures for the annual summary conference and annual written performance report and should replace the district’s existing Regulation Guide 1240. Some of the procedures proposed in the Regulation Guide are not specifically outlined in the new AchieveNJ administrative code and are included in the Regulation Guide in an attempt to avoid some issues that may come up during the Superintendent’s evaluation process. The procedures as outlined in the Regulation Guide were drafted to provide the Superintendent multiple opportunities to provide information and data to the Board for consideration in the annual written performance report. The procedures in the Regulation Guide may be revised by the district provided the revisions are consistent with the new AchieveNJ administrative code, N.J.A.C. 6A:10-7.1. Policy and Regulation Guides 1240 are mandated and the Board’s adoption of the Policy and Regulation Guide is required.

**3142 – Nonrenewal of Nontenured Teaching Staff Members (Revised)**

AchieveNJ administrative code recodified N.J.A.C. 6A:32-4.6 - Procedure for Appearance of Nontenured Teaching Staff Members Before a District Board of Education Upon Receipt of a Notice of Non-reemployment to N.J.A.C. 6A-10-8.1 requiring several minor revisions to Policy and Regulation Guides 3142. The Regulation Guide has been revised to provide the Superintendent and the Board two options on how the Superintendent informs the Board regarding the nonrenewal of nontenured teaching staff members. The existing Regulation Guide recommended one of the two options be used while this updated Regulation Guide indicates either option may be used. One option is the Superintendent informing the Board with a written notice and reasons for each recommendation not to renew before May 15.

The second option provides for the Superintendent to conduct an executive session with the Board prior to May 15 to review the Superintendent's recommendations and reasons for each recommendation. These two options in the Regulation Guide provide greater flexibility to the Superintendent and Board.

Policy & Regulation Guide 3142 are RECOMMENDED

### **3144 – Certification of Tenure Charges (Revised)**

A new AchieveNJ subchapter, N.J.A.C. 6A:3-5 – Charges Under Tenure Employees' Hearing Act, requires revisions to Policy and Regulation Guides 3144. Significant changes in the TEACHNJ statutes and AchieveNJ administrative code concern filing of tenure charges for inefficiency. N.J.S.A. 18A:6-17.3 requires the Superintendent to file tenure charges of inefficiency when a teacher, Principal, Vice Principal, or Assistant Principal receives substandard evaluation ratings in two consecutive years (See Policy Guide 3144.12 in Policy Alert 200). Another significant change involves tenure hearings being conducted in an expedited manner by Arbitrators rather than Administrative Law Judges in the Office of Administrative Law (OAL). These statute and code changes have been incorporated into revised Policy and Regulation Guides 3144. TEACHNJ and AchieveNJ do not require the Board adopt a policy or regulation on this issue; however, it is recommended a Board adopt these guides and include them in their Policy and Regulation Manual. Policy & Regulation Guide 3144 are RECOMMENDED

### **3221 – Evaluation of Teachers (M) (Revised)**

Policy and Regulation Guides 3221 provide the evaluation procedures for classroom teachers. The details of the new requirements of TEACHNJ and AchieveNJ for a teacher whose annual evaluation is subject to student growth percentiles and/or student growth objectives are outlined in Policy and Regulation Guides 3221. The Regulation Guide provides the details of the evaluation process. The only discretionary issue in this Regulation Guide concerns a code provision that requires a teacher on a corrective action plan (CAP) - Section H.10.a. to receive an additional observation. The AchieveNJ code indicates the Superintendent may determine the length of this additional observation. It is recommended the additional observation for all teachers with a CAP be the same length of time as determined by the Superintendent. Therefore, in the event the district files tenure charges against a tenured teacher for inefficiency the district can assert all teachers under a CAP received the same length of time for the required additional observation. The Policy and Regulation Guides include all the details and minimum evaluation requirements of TEACHNJ and AchieveNJ for teachers. The Policy and Regulation Guides must be approved by the Board and are mandated.

### **3222 – Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (Revised)**

Policy and Regulation Guides 3222 provide the evaluation procedures for teaching staff members excluding teachers, Principals, Vice Principals, Assistant Principals, and other administrators. These teaching staff members identified in Policy and Regulation Guides 3222 include educational services staff members, guidance counselors, child study team members, specialists, school nurses, library/media specialists, occupational therapists, and other teaching staff members working under an educational services certificate. This Policy and Regulation Guide refers to these positions as "teaching staff members." The details of the new requirements of TEACHNJ and AchieveNJ for a teaching staff member as defined in Policy and Regulation Guides 3222 are outlined in this Policy and Regulation Guide. The Regulation Guide provides the details of the evaluation process. TEACHNJ did not require all the evaluation requirements for this group of teaching staff members as required for teachers, Principals, Vice Principals, and Assistant Principals. Therefore, the AchieveNJ administrative code does not have the detailed evaluation requirements for this group of teaching staff members. The statutory and code requirements for this group of teaching staff members include the four-year tenure timeline, three observations required for nontenured teaching staff, the four specific rating categories, individualized professional development planning, corrective action plans for teaching staff members rated partially effective or ineffective, and an efficient and fair arbitration process for tenure revocation. The evaluation procedures as outlined in N.J.A.C. 6A:10-4.1, 4.2, 4.3 and 4.4 for classroom teachers do not apply to this group of teaching staff members.

Therefore, the components of the teacher evaluation rubric requirements of N.J.A.C. 6A:10-4.1, the comprehensive student achievement requirements of N.J.A.C. 6A:10-4.2, and the detailed teacher observation requirements of N.J.A.C.6A:10-4.4 are not required evaluation components for this group of tenured and nontenured teaching staff members. N.J.A.C. 6A:10-2.4(h) incorporates by reference N.J.S.A. 18A:27-3.1 and outlines the requirements for observations and evaluations for this group of teaching staff members. The provisions of N.J.A.C. 6A:10-2.4(h) and N.J.S.A. 18A:27-3.1 are detailed in Regulation Guide 3222 – Section I. The Policy and Regulation Guide requires at least one observation for this group of tenured teaching staff members – See Regulation Guide 3222 – Section I.3. A district may increase the number of observations for these tenured teaching staff members, if desired. The Department of Education recommends indicators of student achievement, such as SGOs, be incorporated into the evaluation process for this group of teaching staff members, but this is not required. This Policy and Regulation Guide permits indicators of student achievement be considered, but does not require a district to incorporate indicators of student achievement into the evaluation process. The Policy and Regulation Guides include all the details and minimum requirements of TEACHNJ and AchieveNJ for this group of teaching staff members. The Policy and Regulation Guides must be approved by the Board and are mandated.

### **3223 – Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (Revised)**

Policy and Regulation Guides 3223 provide the evaluation procedures for administrators, excluding Principals, Vice Principals, and Assistant Principals. These administrator positions include supervisors, directors, or any other administrative position in the district working under an administrative certificate. The details of the new requirements of TEACHNJ and AchieveNJ for an administrator as defined in Policy and Regulation Guide 3223 are outlined in this Policy and Regulation Guide. The Regulation Guide provides the details of the evaluation process. All the evaluation requirements in TEACHNJ for teachers, Principals, Vice Principals, and Assistant Principals do not apply to this group of administrators. Therefore, the AchieveNJ administrative code does not have all the evaluation requirements for this group of administrators. The statutory and code requirements for this group of administrators include the four-year tenure timeline, three observations required for nontenured teaching staff, four rating categories, individualized professional development planning, corrective action plans for administrators rated partially effective or ineffective, and an efficient and fair arbitration process for tenure revocation. However, the evaluation procedures as outlined in N.J.A.C. 6A:10-5.1, 5.2, 5.3, and 5.4 for Principals, Vice Principals, and Assistant Principals, do not apply to this group of administrators. The components of the principal evaluation rubric requirements of N.J.A.C. 6A:10-4.1, the student achievement components of principal evaluation rubrics requirements of N.J.A.C. 6A:10-5.2, and the detailed observation requirements of N.J.A.C. 6A:10-5.4 are not required evaluation components for this group of tenured and nontenured administrators. N.J.A.C. 6A:10-2.4(h) incorporates by reference N.J.S.A. 18A:27-3.1 and outlines the requirements for observations and evaluation requirements for this group of administrators. The provisions of N.J.A.C. 6A:10-2.4(h) and N.J.S.A. 18A:27-3.1 are detailed in Regulation Guide 3223 – Section I. The Policy and Regulation Guide requires at least one observation for this group of tenured administrators – See Regulation Guide 3223 – Section I.3. However, a district may increase the number of observations for these tenured administrators, if desired. The Department of Education recommends indicators of student achievement, such as SGOs, to be incorporated into the evaluation process for this group of administrators, but this is not required. This Policy and Regulation Guide permits, but does not require, indicators of student achievement be considered. The Policy and Regulation Guide include all the details and minimum requirements of TEACHNJ and AchieveNJ for this group of administrators. The Policy and Regulation Guides must be approved by the Board and are mandated.

### **3224 – Evaluation of Principals, Vice Principals, and Assistant Principals (M) (New)**

Policy and Regulation Guides 3222 provide the evaluation procedures Principals, Vice Principals, Assistant Principals, and other administrators. The details of the new requirements of TEACHNJ and AchieveNJ for a Principal, Vice Principal, and Assistant Principal are outlined in Policy and Regulation Guide 3224.

The Guides designate the “Superintendent or designee” as the authorized and appropriately certified teaching staff member as the evaluator of a Principal, Vice Principal, or Assistant Principal. Regulation Guide 3224 is very detailed as to the evaluation requirements for Principals, Vice Principals, and Assistant Principals.

The Policy and Regulation Guide includes all the details and minimum requirements of TEACHNJ and AchieveNJ for Principals, Vice Principals, and Assistant Principals. The Policy and Regulation Guides must be approved by the Board and are mandated.

**4146 – Nonrenewal of Nontenured Support Staff Members (Revised)**

Several minor revisions were made to Policy and Regulation Guides 3142. Policy and Regulation Guides 4146 – Nonrenewal of Nontenured Support Staff Members are very similar to Policy and Regulation Guides 3142 - Nonrenewal of Nontenured Teaching Staff Members as most districts follow the same timelines and process for the nonrenewal of nontenured teaching staff members and nontenured support staff members.

The nonrenewal procedures outlined in N.J.S.A. 18A:27-4.1 are the same for nontenured teaching (certificated) staff and nontenured support (non-certificated) staff. However, a Commissioner’s decision in 2009, *James A. Hensel v. Board of Education of the Township of Voorhees, Camden County, DKT. No. 230-8/0*, held, among other issues, the May 15 date to notify nontenured staff members of their contract renewal for the next school year as outlined in N.J.S.A. 18A:27-10 only applies to nontenured teaching staff members and not support staff. The Commissioner, in *Hensel*, held the contract renewal notification date for a non-teaching (non-certificated) staff member was the timeline in the language of the governing collective bargaining agreement. Policy and Regulation Guides 4146 have been revised indicating the contract renewal date for nontenured support staff members shall be “in accordance with the terms of any applicable collective bargaining agreement, individual contract, or any other agreement between the parties.”

Policy Guide and Regulation Guide 4146 are RECOMMENDED

**Action:** Mr. Connolly moved seconded by Ms. Fallon to approve the above Board policies on second reading as submitted.

**Vote:** On a roll call vote of the Board, motion to approve was carried unanimously with 7 ‘yes’ votes.

**10. SECOND READING OF BOE REGULATIONS**

The following mandated regulations are being submitted for Board approval on SECOND reading:

Regulation 1240 - Evaluation of Superintendent – Mandated/Revised

Regulation 3221 - Evaluation of Teachers – Mandated/Revised

Regulation 3222 - Evaluation of Teaching Staff Members, Excluding Teachers and Administrators –  
Mandated/Revised

Regulation 5330 - Administration of Medication/Revised

**Action:** Mr. Connolly moved, seconded by Ms. Fallon to approve the Board Regulations listed above on second reading as submitted.

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

**11. ANNOUNCEMENTS**

Dr. Forsthoffer spoke on the upcoming events and dates for final exams, award assemblies, promotions and graduations taking place this month.

**12. EXECUTIVE SESSION – not taken.**

### 13. SECOND OPPORTUNITY FOR PUBLIC COMMENT

Ellen Ogintz EWEA President, spoke to the Board on the FAST (Families and Schools Together) events and programs that were held over the past school year. These were funded by the NJEA Pride in Education and the FAST grants. We received \$32,000. in grant money that was targeted to our bilingual parent/student population, to make them more at ease with getting involved with school activities. McKnight was the magnet school for this program. She thanked the EWEA staff and volunteers for their help. Some of the events were:

- Homework bag giveaway
- Thanksgiving feast
- Math food flash cards
- Reading literacy for Latino group
- Health fair
- Bike Safety

### 14. SECOND OPPORTUNITY FOR BOARD MEMBERS' COMMENTS

Mr. Fougnyes commented that the FAST program benefits the bilingual population to socialize within a District setting and brings us closer together.

### 15. MOTION TO APPROVE ROUTINE ITEMS BY EXCEPTION

#### A. Staffing with addendum - as submitted.

#### B. Approval of Memorandum of Agreement Sidebar with EWEA

The Superintendent recommends amendments to **Article XXI, Salaries** in the agreement between the Board of Education and EWEA. The terms and conditions of this sidebar shall be added to the 2014-15 Extra-Curricular salaries: Athletic and Non-athletic; FIRST Robotics Team Assistant Advisor, Level "G"

**Whereas**, the FIRST Robotics Team has been in existence as an after school club; student participation, responsibilities and commitments have increased, therefore, it is recommended that the extra pay position of FIRST Robotics Team Assistant and Advisor be added to the extra circular salaries; athletic and non-athletic in the EWEA negotiated agreement and,

**Whereas**, there is now a need to reach an agreement on the terms and conditions for an additional extra-curricular position, *FIRST Robotics Team Assistant Advisor* to be established and

**Whereas** the undersigned have been duly authorized to enter into this side bar agreement by their respective membership,

**Be it Resolved** that the East Windsor Regional School District and East Windsor Education Association ("EWEA") agree to the following terms as a sidebar agreement to Article XXI, Salaries of the July 1, 2012- June 30, 2015 Collective Negotiations Agreement ("Agreement");

The additional EWEA extra-curricular position of *FIRST Robotics Team Assistant Advisor* is hereby created and added to the Agreement.

The extra pay position will be placed on **Level "G"** of the 2014-15 extra pay guides.

The terms and conditions of this sidebar shall be effective 9-1-14 and shall be incorporated into EXTRA Pay Positions in the successor agreement.

**C. Ratification of the Memorandum of Agreement between the EWRSB Board of Education and the EWRSB Management Association**

The Superintendent recommends ratification of the Memorandum of Agreement between the East Windsor Board of Education and the East Windsor Regional Management Association as submitted.

**D. Bullying Report from May 12, 2014 – as discussed during executive session.**

**E. Non-paid Club: Diversity Club at MHK**

The Melvin H. Kreps School would like to start a new club entitled “Diversity Club” which would fall under the category of a non-paid extracurricular activity with a teacher advisor. The advisors will be 6<sup>th</sup> grade language arts teachers Jennifer Da Silva and Donna Hendricks. The club will offer an opportunity and support for students to share their cultural identities with peers in a safe, positive, and nurturing environment.

**F. Donations**

**1. Hightstown Woman’s Club to East Windsor Schools**

The Hightstown Women’s Club, Ms. Anne Hitchner, 450 South Main St., Hightstown, NJ 08520 would like to make the following donations:

- \$100.00 to the Principal’s Discretionary Fund of the Walter C. Black School
- \$100.00 to the Principal’s Discretionary Fund of the Perry L. Drew School

**2. East Windsor PAL to HHS Athletic Department**

East Windsor PAL, Mr. John Funda, 30 Airport Road, East Windsor, NJ 08520 would like to donation \$500.00 to the Athletic Department of Hightstown High School. The donation will be used to cover the costs for students when they are invited to recognition banquets (such as the Scholar Athlete, Sportsmanship, V Foundation, etc.) and for entries to invitationals (such as East Coast Relays, Hornet Relays, Shawnee Invitational, etc.) .

**G. Overnight Field Trip – World Language Exchange Trip to Paris, France**

The World Language Program of HHS would like to have a French Exchange trip to Paris, France from April 2 to April 12, 2015.

**H. Athletic Scholarship – Next Level Youth Dr. Edgar C. Thomas Jr. Memorial Scholarship**

The Next Level Youth would like to give a \$1,000.00 scholarship to a high school senior at the Sports Award Program in June 2014. The award would be called the Next Level Youth Dr. Edgar C. Thomas Jr. Memorial Scholarship and be given to a student that meets the following criteria:

1. A senior at Hightstown High School.
2. Participated in a sport all 4 years of High School.
3. Volunteered in the Next Level Youth Tutoring Program.
4. Has committed to attend a two or four year college during the 2014-2015 school year.
5. Completion of an essay of no more than 500 words on the following topic, “*How did participation in high school athletics inspire you to mentor and coach other children and promote educational values?*”

Mr. Gary Bushelli, the athletic director for Hightstown High School, will be the coordinator for this scholarship.

**I. Travel & Related Expenses**

J. Albertson J. Heim	Buildings & Grounds	June 9-13, 2014	Two registrations to attend a Facility Locksmith Course, W. Maple Shade, NJ	975.00	1950.00
L. Scheman	Community Services	June 4, 2014	Reg.- Addressing Student Residency & Attendance Challenges Monroe Twp. NJ	150.00	150.00
Monthly Total					2100.00
YTD Total					48256.00

**J. Approve No Child Left Behind Allocations FY 2014-2015**

Accept No Child Left Behind allocations for Fiscal Year 2014-2015 totaling \$681,722 distributed as follows:

TITLE/DESCRIPTION	FUNDING
TITLE IA	\$458,035
TITLE IIA	\$85,537
TITLE III	\$114,584
TITLE III IMMIGRANT	\$23,566

**K. Approve FY2014-15 Perkins Grant Allocation**

Accept Carl D. Perkins for Fiscal Year 2014-2015 totaling \$29,459 distributed as follows:

TITLE/DESCRIPTION	FUNDING
CARL D. PERKINS	\$29,459

**L. Bilingual/ESL Three-Year Program for 2014-2017**

Board approval is needed for the attached 2014-2017 Bilingual/ESL Three-Year Program. The plan is required by the NJ Department of Education.

**M. 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
New Hope Foundation, Inc.	In Hospital School Services/Instructions	Per Fee Schedule

Board approval is recommended of the above list of consultants for the 2013-2014 school year.

Name	Type of Service	Rate
Professional Education Education Services, Inc. (PESI)	Bedside Instruction	As Per Rate Schedule
Silvergate Prep	Bedside Instruction	As Per Rate Schedule
Fairmont Behavior Health Services	Bedside Instruction	As Per Rate Schedule
Union County Educational Services	Bedside Instruction	As Per Rate Schedule
Bucks County Intermediate Unit #22	Bedside Instruction	As Per Rate Schedule
Education Inc.	Bedside Instruction	As Per Rate Schedule
Daytop	Bedside Instruction	As Per Rate Schedule
New Hope Foundation	Bedside Instruction	As Per Rate Schedule
Rutgers University Behavioral Healthcare	Bedside Instruction	As Per Rate Schedule
Catapult Learning, LLC	Nonpublic Nursing Services	Chapter 226

Board approval is recommended of the above list of consultants for the 2014-2015 school year.

**N. Out of District Placement**

**Jackson Township Board of Education**  
September 1, 2013 through June 30, 2014

- Student: #9800637 Occupational Therapy \$ 2,320.00  
Physical Therapy \$ 920.00

**O. Resolution to Support Safe Routes to School Application**

The Borough of Hightstown has the opportunity to apply for a Safe Routes to School Grant through the NJ Department of Transportation. The Safe Routes to School Grants are specifically directed towards elementary school students. This application is directed toward the elementary schools Rogers and Black Schools that front Stockton Street.

**WHEREAS**, the New Jersey Department of Transportation is offering a grant through the New Jersey Safe Routes to Schools Program and,

**WHEREAS**, the East Windsor Regional School District and the Borough of Hightstown, would like to apply for this grant which would enable these municipalities to install new sidewalks and curb on Stockton Street between Summit Street and Oak Lane where a need has been determined,

**THEREFORE, BE IT RESOLVED**, that the East Windsor Regional School District Board of Education endorses and supports the application grant offered by the New Jersey Safe Routes to Schools Program to enable the Borough of Hightstown to install needed sidewalks and curbs.

**P. Renewal of Petroleum Traders Corporation for District Fuel Supply**

At the June 11, 2012 meeting of the EWRSD Board of Education, the Board approved the Fuel bid award to Petroleum Traders of Fort Wayne, Indiana for the purpose of supplying the district with unleaded gasoline and ultra-low sulfur diesel fuel. As the agreement contained a clause that allowed the District two one-year options to renew with this company, and since Petroleum Traders will continue to provide the district with a low price margin;

**Unleaded Regular Gasoline Min. 87 Octane**

**Ultra Low Sulfur Diesel Fuel**

**+/- Margin:**

**-.0060**

**+.0140**

it is in the best interest to renew the agreement with Petroleum Traders for the second year of the two year option moving forward into the 2014-15 school year.

**Q. Schedule for Payment of Local Taxes**

The schedule for payment of school taxes by the municipal governments for the 2014-15 school year is submitted to the Board for approval.

**R. Amend Designated Signatory for Scholarship Account at Wells Fargo Bank**

The District maintains its scholarship accounts in Board approved financial facilities. The Hightstown High School Joseph Kluxen Memorial Scholarship fund at Wells Fargo Bank, is to be amended to authorize the current District Business Administrator as the designated signatory for this account.

**S. Membership in NJ State Interscholastic Athletic Association**

Pursuant to the provisions of Chapter 172 of the Laws of 1979 approved by the Governor of the State of New Jersey August 26, 1979, it is necessary for member schools to adopt by resolution membership in the NJSIAA.

**T. Transportation Jointure with MRESC 2014-2015 school year**

The East Windsor Regional School District needs to transport its special education, non-public and vocational school students to specific destinations. It is in the best interest of the District to renew its transportation agreement with the Middlesex Regional Educational Services Commission for the purpose of organizing and scheduling routes to achieve the maximum cost effectiveness in this effort for the 2014-2015 school year.

**U. Approval of Board Meeting Minutes:**

- April 7, 2014, Regular Meeting,
- April 21, 2014 Special Meeting
- May 5, 2014 Regular Meeting

Available for review on District Website.

**V. Recycle Proposal for Surplus Technology Equipment**

The Technology Center is in possession of computer processing units that are no longer of useful service to the district. The recycling company, Technology Exchange, Inc., located in Newtown, PA, has offered to buy this equipment (81 Pc's, 1 –laptop, 7 – Dell printers, 1 – HP printer, 31 – monitors, 25 – switches, 1 – external print server, 1 – Access Point, 1 – fax modem, 1 – Ncomputing card, 1 – Ncomputing box) from the district for \$2,188.00 which includes labor and freight charges. Board approval is requested to sell surplus technology equipment to Technology Exchange, Inc., a recycling company, and accept their offer of \$2,188.00 as payment.

**W. Resolution: for Architect to Prepare and Submit Other Capital Project Application for New Science Lab Addition at HHS**

WHEREAS, the Hightstown High School Science labs are outdated and not up to par with the current curriculum offerings, and  
WHEREAS, the Board has determined it is in the best interest of the District students to construct adequate facilities to meet the needs of the advanced science courses at the high school, and,  
WHEREAS, the Board recognizes this would incur the demolition of the current pre-fabricated classrooms to provide the space for the new labs, and  
WHEREAS, the District Architectural Firm of Record; Garrison Architects, will provide the professional services required in relation to this project,  
WHEREAS, the District Engineering Firm of Record; Edwards Engineering, will provide the professional and civil engineering services required in relation to this project,  
THEREFORE, BE IT RESOLVED, that the Board of Education authorizes Garrison Architects to prepare and submit an “Other Capital Project” application; and  
BE IT FURTHER RESOLVED that the Board of Education acknowledges that it will receive no State aid and further authorizes Garrison Architects to amend the District’s Long Range Facility Plan to include this project.

**X. Award of Bid to South Jersey Energy Company for Natural Gas Supply Service**

On December 9, 2013 the East Windsor Regional School District Board of Education approved a resolution binding the District to continue its purchase of natural gas supply (and electric) through ACES (Alliance for Competitive Energy Services). This is a State wide consortium to obtain bids for public utilities services for the benefit of NJ school districts. It is a recommended business practice of the new accountability regulations and we have been well served by joining the ACES program over the years, and the current contract with ACES expires in May, 2018. As a result of competitive bidding on the District’s behalf, for the provision of natural gas supply for 2014-15 school year, ACES has awarded the bid to South Jersey Energy Company of Hammonton, NJ.

**Y. Award of Bids & Contracts**

**1. To ABCD Construction for District Roofing Project after Receipt of NJSDA Execution Package/Grant Agreement**

On April 2, 2014 bids were received, opened and read aloud for the Partial Roof Replacement at the High School, McKnight Elementary School, Kreps Middle School, and Drew Elementary School. After thorough review of the bids by the Business Administrator and District Architect it is determined that the lowest responsible bid for the above projects was received from ABCD Construction Company of Brooklyn, NY, for a total base bid of \$2,490,000 to cover roof replacements for the following NJ SDA Projects.

<u>Project Number</u>	<u>Project Description</u>	<u>Grant Amount \$</u>
1245-050-14-1007-GO4	Hightstown HS Roof and Door Replacements	262,937.
1245-055-14-1008-G04	McKnight Elem. Roof and Door Replacements	10,266.
1245-070-14-1010-G04	Kreps Middle School Roof and Door Replacements	1,231,911.
1245-075-14-1011-G04	Drew Elem. School Roof and Door Replacements	51,332.

Adding Alternate #8 bid amount of \$10,000 and Alternate #10 bid amount of \$3,000 the total bid award and contract amount is \$2,503,000.00 to be awarded after receipt of the NJ School Development Authority Execution Package/Grant Agreement. It is recommended that the Board approve the award of bid for the Partial Roof Replacement at the Hightstown High School, McKnight Elementary School, Kreps Middle School and Drew Elementary School to **ABCD Construction Corporation**, of Brooklyn, NY 11220, with a total base bid of \$2,490,000 and Alternate #8 bid amount of \$10,000 and Alternate #10 bid amount of \$3,000 for a total bid award and contract amount of \$2,503,000.00 to be awarded after receipt of the New Jersey School Development Authority Execution Package/Grant Agreement.

**2. To C&M Door Controls for District Door Replacement Exterior Door Project after Receipt of NJSBA Execution Package/Grant Agreement**

On May 13, 2014 bids were received, open and read aloud for Exterior Door Replacement at the Hightstown High School, Kreps Middle School, and Drew Elementary School. After thorough review of the bids by the Business Administrator and District Architect it is determined that the lowest responsible bid for the above projects was received from C&M Door Controls, Inc. of Port Reading, NJ with a total base bid of \$279,660. to cover door replacements for the following New Jersey School Development Authority (NJSBA) Projects.

<u>Project Number</u>	<u>Project Description</u>	<u>Grant Amount \$</u>
1245-050-14-1007-G04	Hightstown HS Roof and Door Replacements	262,937.
1245-070-14-1010-G04	Kreps Middle School Roof and Door Replacements	1,231,911.
1245-075-14-1011-G04	Drew Elem. School Roof and Door Replacements	51,332.

The total bid award and contract amount is to be awarded after receipt of the NJSBA Execution Package/Grant Agreement. It is recommended that the Board approve the award of bid and contract for exterior door replacement at the Hightstown High School, Kreps Middle School, and Drew Elementary School to C&M Door Controls, Inc. of Port Reading, NJ. with a total bid award and contract amount of \$279,660. to be awarded after receipt of the NJSBA Execution Package/Grant Agreement.

**Z. Transfer of Funds from Capital Projects Account into Maintenance Reserve Account**

WHEREAS, at the March 10, 2014 meeting, the East Windsor Regional School District Board of Education approved funding the following New Jersey School Development Authority Regular Operating District Grant Projects:

<b>State Project # 1245-050-14-1007-G04 – Hightstown High School – Roof Coatings</b>	<b>\$1,018,300</b>
<b>State Project # 1245-055-14-1002-G04 – McKnight Elementary – Roof Coatings</b>	<b>\$926,500</b>
<b>State Project # 1245-070-14-1010-G04 – Kreps Middle School – Roof Coatings</b>	<b>\$36,812</b>
<b>State Project # 1245-075-14-1005-G04 – Drew Elementary – Roof Coatings</b>	<b>\$8,150</b>

and

WHEREAS, the Board of Education has since determined it to be more cost effective to not proceed with the roof coating project; and

WHEREAS, the District has already withdrawn the amount of \$1,989,762 from the maintenance reserve account for the roof coatings;

THEREFORE, BE IT RESOLVED, that the EWRSB Administration is directed to transfer the amount of \$1,989,762 from the Capital Projects Account back into the maintenance reserve account.

**AA. Resolution to Award Bid for Classroom Furniture and Science Lab Renovation: Rooms 507, 602, 603 at Hightstown High School**

WHEREAS, the high school science labs rooms 507, 602, and 603 are in crucial need of updates and renovation; and

WHEREAS, it is in the best interest of the District to be in compliance with State mandates for Core Curriculum and with OSHA to provide its students with a modernized and safe environment for science classes, and

WHEREAS, the Board acknowledges the need for upgrades to these science classrooms, and  
WHEREAS, the EWRSB belongs to the Middlesex Regional Educational Services Commission which has gone out to bid on the Districts' behalf for the provision of services related to the upgrades of the science classrooms, and

WHEREAS, the EWRSB will utilize and appoint the firm Longo Incorporated for the classroom furniture renovations for rooms 507, 602, and 603;

THEREFORE, BE IT RESOLVED, that the EWRSB Board of Education approves moving forward with the upgrades to the high school science classrooms 507, 602, and 603; and

BE IT FURTHER RESOLVED that the EWRSB Board of Education approves the utilization of MRESC to award Longo Inc. of Ramsey, NJ for the classroom furniture renovations needed to upgrade science classrooms.

**BB. Tuition Rates for 2014-15 school year**

The tuition schedule for non-resident students is computed by a formula provided by the State Department of Education, and updated per this formula for each school year. Board approval is recommended for the following schedule of tuitions for the 2014-15 school year.

Pre-School /Kdg. (1/2 day)	\$10,250
Elementary - Grades 1-5	\$13,366
Middle School - Grades 6-8 (except Roosevelt)	\$13,960
High School-Grades 9-12 (except Roosevelt)	\$14,417
Learning and /or Language Disabilities	\$21,253
Autism	\$25,608

**CC. College Board Photo Shoot at HHS**

The College Board provides schools and students with major programs and services in college readiness, college admissions, guidance, assessment and financial aid. Among its best known programs are the SAT and PSAT/NMSWT tests and Advanced Placement Program. The College Board Marketing and Publication Department is interested in providing images of "real-life" students to add to their digital photo library for the College Board website, and for use in promotional materials. They have used Hightstown High School in the past, due to its diversified population of students and teachers. A location fee will be paid to the participating school(s) based on the administrative /custodial support needed. A signed photo release form is required from all students' parents and all participants prior to the photo shoot. Another photo shoot has recently occurred and a new release form is required by College Board

Resolved: That the Board approves the staff and photographers of the College Board to use Hightstown High School facilities, students and staff as subjects for a photo shoot to be used as part of the College Board marketing and promotional materials, per the release form attached.

**DD. Board Secretary and Treasurer's Report for April, 2014.**

WHEREAS, the Board of Education has received the report of the **Board Secretary and Treasurer** for the month of MARCH, 2014 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 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.

**EE. Transfer Report for April, 2014**

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.

**FF. Bill List for June 2, 2014** - Payment of bills and appropriations in the amount of : \$8,928,750.00

**16. EXECUTIVE SESSION**

The Board went into closed session at 8:30 p.m.

**17. OPEN SESSION**

**18. ADJOURN**

*Thaddeus Thompson, Board Secretary*

*(transcribed by C. Jablonski  
Confidential Secretary)*