

**EAST WINDSOR REGIONAL SCHOOL DISTRICT BOARD OF EDUCATION**

**MINUTES of the REGULAR MEETING on MARCH 9, 2015**

The Board of Education of the East Windsor Regional School District, Hightstown, NJ, held a regular meeting on **MARCH 9, 2015** at 7:30 p.m. in the Hightstown High School Cafeteria located at 25 Leshin Lane, Hightstown, NJ

**Members Present:** Pete Bussone, Tracy Carroll, Paul Connolly, Bertrand Fougnes (7:50 p.m.), Lilia Gobaira, Christine Harrington, Robert Laverty, and Alice Weisman

**Member(s) Absent:** No one

**Also Present:** Dr. James C. Baker, Interim Chief School Administrator  
Thaddeus Thompson, SBA/Board Secretary  
David Coates, Board Legal Counsel

**1. WELCOME/SUNSHINE NOTICE**

Board President Alice Weisman called the meeting to order at 7:30 p.m. and read the Open Public Meeting Act Statement: "Written advance notice of this meeting has been given in accordance with law. Minutes of this meeting are kept by the Board Secretary and are available to any member of the public requesting them at the Administration building, 25A Leshin Lane, Hightstown, NJ. Minutes will be provided at cost and in accordance with Board policy." Ms. Weisman asked "Are there any Board members present who believe this meeting to be in violation of the Open Public Meeting Act?" No one objected. "There being none, we may proceed."

**2. PLEDGE OF ALLEGIANCE**

**3. A. APPROVAL OF AGENDA**

Mr. Connolly moved, seconded by Mr. Paul that the Board approve the agenda as submitted with the following revision: Add to closed session Item 3B: Attorney Client Privilege.

**Vote:** On a roll call poll of the Board, Motion to approve was carried unanimously with 9 'yes' votes

**B. RESOLUTION: EXECUTIVE SESSION**

Mr. Connolly moved, seconded by Mr. Paul to approve the following resolution:

**BE IT RESOLVED** that the Board of Education of the East Windsor Regional School District will hold two executive sessions during its meeting on Monday, March 9, 2015.

These closed sessions concern:

1. Student Matters – Bullying
2. Attorney Client Privilege

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

**Vote:** On a roll call poll of the Board, Motion to approve was carried unanimously with 9 'yes' votes.

**4. UPDATE ON STATE MANDATES**

Mr. Michael Dzwonar, Assistant Superintendent for Curriculum, Instruction & Technology, provided the Board with an update on the current PARCC testing taking place in the schools.

Dr. Baker congratulated Mr. Dzwonar, and the District staff for their tremendous efforts in facilitating the tests and schedules.

**5. FIRST OPPORTUNITY FOR BOARD MEMBERS’ COMMENTS**

Mr. Bussone noted that the shower rooms in the high school haven’t been working for a while; requested that this be addressed.

Mr. Bussone also commented that the HHS drama club performance of “Seussical” was outstanding, and congratulated the cast and crew for a tremendous performance.

Ms. Harrington asked about the budget process and the Board schedule for goals and evaluations.

Mr. Laverty commented that the online form for self-evaluations on the NJSBA website is a good tool to use.

Ms. Weisman added that she also attended “Seussical” and praised everyone involved with the sets, costumes, and music.

**6. FIRST OPPORTUNITY FOR PUBLIC COMMENTS**

No one spoke.

**7. PRESENTATION ON TENTATIVE 2015-2016 BUDGET**

Thaddeus Thompson, Business Administrator presented to the Board on the tentative budget for the ensuing school year 2015-16. He outlined the procedure and timeline put forth by the State. The final budget will get approved in May. After the presentation, the Board posed their questions to Mr. Thompson, and discussion ensued. It was noted that the Board would like more clarification on the numbers in regard to special education and vocational school tuition, and to schedule additional meetings to discuss the budget with the Board finance committee.

Ms. Weisman asked if there was any public comment on the budget?

There was none.

**8. ADOPTION AND APPROVAL OF TENTATIVE 2015-16 BUDGET**

Mr. Connolly moved, seconded by Mr. Paul to approve the following resolution:

**BE IT RESOLVED** that the EWRSD tentative budget be approved for the 2015-2016 School Year using the 2015-2016 State aid figures, and that the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
<b>2015-2016 Total Expenditures</b>	<b>81,791,006</b>	<b>1,772,167</b>	<b>3,299,553</b>	<b>86,862,726</b>
<b>Less: Anticipated Revenues</b>	<b><u>20,307,312</u></b>	<b><u>1,772,167</u></b>	<b><u>131,655</u></b>	<b><u>22,211,134</u></b>
<b>Taxes to be Raised</b>	<b><u>61,483,692</u></b>	<b><u>0</u></b>	<b><u>3,167,898</u></b>	<b><u>64,651,590</u></b>

**BE IT FURTHER RESOLVED**, the Board Secretary will advertise said tentative budget in the Trenton Times Newspaper in accordance with the form suggested by the State Department of Education and according to law; and the Board will hold a Public **Hearing and Vote** on the final proposed 2015-16 budget at its **May 4<sup>th</sup>, 2015** regular meeting, at the Hightstown High School Cafeteria, 25 Leshin Lane, Hightstown, NJ at 7:30 pm and advertisement for said public hearing will take place at least 4 days prior to the meeting as suggested per schedule provided by the State Department of Education and according to law.

## 9. ANNOUNCEMENTS

Dr. Baker spoke on the following topics:

- The new science labs construction; progress has been held back by the inclement weather.
- We have been talking to various architect firms to seek lower rates. One stands out which has outstanding experience and reputation. We expect to use them for the renovation of the existing biology labs. He noted that the current architect will continue with the new science lab wing.
- We are in the process of installing a new radio system so all schools can communicate with each other; and to provide ‘panic buttons’ for every secretary.
- Have been meeting with the District Negotiations Consultant to provide a thorough analysis of the contracts.

## 10. EXECUTIVE SESSION

The Board went into executive session.

## 11. SECOND OPPORTUNITY FOR BOARD MEMEBERS COMMENTS

Mr. Fougnes noted that due to the amount of snow days and schools closing, the decision to have school on the last day of Spring break was not a good idea since many people are on vacation.

Dr. Baker suggested that the District should have a half day of school on April 10<sup>th</sup>.

## 12. SECOND OPPORTUNITY FOR PUBLIC COMMENT

No one spoke.

## 13. MOTION TO APPROVE ROUTINE ITEMS BY EXCEPTION

**Action:** Mr. Connolly moved, seconded by Mr. Paul, that having read and reviewed the materials received, to approve the routine agenda items by exception as submitted, (with the omission of item N.)

### A. Staffing

**B. Bullying Report** as discussed during executive session at the February 23, 2015 Board of Education meeting.

### C. Field Trip

3/23/15 HHS Wind Ensemble

Summit High School, 125 Kent Place Blvd., Summit, NJ

### D. Overnight Field Trip – HHS FIRST Robotics to University of Scranton, PA

The FIRST Robotics Team of HHS would like to have an overnight trip to participate and compete in the FIRST Tech Challenge Super Regional Competition. This event will be held at the Byron Recreation Center which is located on the University of Scranton campus in Scranton, PA. The trip will take place on March 19-21, 2015.

**E. Donation from Shiseido America to HHS FIRST Robotics**

Shiseido America, via John Zoller, Director of Corporate Compliance, 366 Princeton Hightstown Road, East Windsor, NJ 08520 would like to donate \$500 to the FIRST Robotics Team of Hightstown High School. The donation will be used to cover expenses the club incurs and for competition costs.

**F. Grant from Exxon/Mobil to HHS Math and Science Departments**

An Exxon/Mobil Educational Alliance program would like to donate \$500 to the Math and Science Departments of Hightstown High School. The grant was facilitated by Gasoline Sales Manager Joseph A. Hooven, of the Consumers Oil Corp., 1473 Lambertson Road, Trenton, NJ 08611

**G. New Non-paid Club at HHS Procrastinators United**

Hightstown High School would like to start a new club entitled “Procrastinators United” which would fall under the category of a non-paid extracurricular activity with a teacher advisor. The advisor will be Kathryn Burke, one of the English teachers at HHS. The club’s direction will be to encourage students to participate in weekly work sessions and to develop better work habits

**H. Review of Student Services**

Board approval is requested to conduct an audit of the costs relative to the District’s Student Services Department.

**I. Travel and Related Expenses**

				Per Person	Total
D. Feaster M. Dzwonar	Admin	April 15, 2015	Two reg.to attend: Preparing for Summative Evaluations of School Leaders, Piscataway, NJ	149.00	298.00
L.Tsujino S. Stevenson	Student Services	March 20, 2015	Two registrations to attend: Facing the Future 23, New Brunswick, NJ	195.00	390.00
D. Bonilla	Admin	April 13, 27, 2015	Reg. to attend: Excel Basic, Intermediate, Advanced 2013, Branchburg Township, NJ	0	0
D. Feaster R. Ridge	Admin	April 20, 2015	Two registrations to attend: Preparing for the Summative, Lumberton Township, NJ	149.00	298.00
T. Thompson P. Pisano	Admin	April 8, 2015	Two registrations to attend: Public School Bidding, New Brunswick, NJ	231.00	462.00
T. Thompson P. Pisano	Admin	May 14, 2015	Two reg. for: Public Works Constructions Bids for School Districts, New Brunswick, NJ	127.00	254.00
P. Benkin, D. Dimmig K. Armenti, E. Graga I. Wolfson, J. Jones C. Gruber, K. Loesser E. Reyes, D. Page S. Vandervort M. Mullen, V.Echeverri J. Simonelli, M.Tozzi G. Salvemini	K-12 Teachers	Mar. 28, 2015	Reading & Writing Workshop, Teacher’s College, New York, NY  Bus/Tolls – Approx \$570		570.00

M. McGivney R. Tompkins-Byock P. Winthrop-Murphy, F. Lavelle, K. Burke, C. Rice, J. DaSilva, K. Perrone, S. Kaplan, A. Hoefener, G. Bryant	<i>K-12 Teachers (cont’d)</i>	Mar. 28, 2015	Reading & Writing Workshop, Teacher’s College, New York, NY		
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Monthly Total				\$2272.00 Revised	
YTD Total				\$38629.30 Revised	

**J. Out of District Placement in Public and Private schools**

- **CPS Behavioral Healthcare - High Point Schools**

Tuition February 18, 2015 through June 19, 2015

1. Student: #103957 REG. \$43,015.00

- **Mercer County Special Services School District**

**Mercer Elementary School**

Tuition July 14, 2014 through August 15, 2014

1. Student: #103189 ESY \$ 6,125.00

**K. Professional Services for Students**

The Office of Student Services requires services of consultants to provide students with disabilities and staff assigned to these students, services under the Individuals with Disabilities Act (IDEA).

Name	Type of Service	Rate
Brookfield Schools	Bedside Instruction	Per Fee Schedule

**L. Renewal of Contract with Holman Frenia & Allison, P.C. District Auditing Firm**

Approval of the 2015 FY contract agreement with the District’s auditing firm as submitted.

**M. Removal of Surplus Property – elementary textbooks**

The Ethel McKnight school has provided the Business Administrator with a list of textbooks that are obsolete and do not support the current curriculum. The principal would like to donate these items to a school in Cartagena, Columbia for students who are learning English.

**N. Approval of Settlement as Discussed in Executive Session at Feb. 23, 2015 meeting (Voted on Separately)**

**O. State of NJ Department of Children & Families Educational Services Agreement**

School districts that have students placed by the State, are eligible for tuition reimbursement at the end of the school year. The attached is a State tuition contract between the Department of Children and Families Office of Education and East Windsor Regional School District for the purpose of reimbursement to the District for its State responsible student(s).

**P. Board Secretary and Treasurer’s Report for January 2015**

**WHEREAS**, the Board of Education has received the report of the **Board Secretary** and **Treasurer** for the month of **JANUARY, 2015** 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 is in agreement with the Report of the Board Secretary;

**NOW, THEREFORE BE IT RESOLVED**, the Board of Education accepts the above referenced reports and certifications, and certifies that after review of the Secretary’s Monthly Financial Report (appropriation section), and Treasurer’s Report, to the best of its knowledge, no major account or fund has been over expended in violation on N.J.A.C.6:20-2A.10 (a)(1), and that sufficient funds are available to meet the district’s financial obligations for the remainder of the year.

**Q. Transfer Report for January, 2015**

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 EWRSB Board of Education certifies to the best of its knowledge that no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11 and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year. **RESOLVED**, that the Board of Education ratifies the attached transfers between budget line items that have been approved by the Superintendent of Schools and reported to them pursuant to Board policy and State regulation.

**R. Bill List for March 9, 2015** in the amount of \$10,174,666.25

**Vote:** On a roll call poll of the Board, Motion to approve was carried unanimously with 9 'yes' votes.

**Item N: Approval of Settlement as Discussed in Executive Session at Feb. 23, 2015 meeting**

At the February 23, 2015 meeting of the Board of Education, the Board discussed a student settlement agreement during executive session. Board approval is requested of the student settlement agreement as discussed in closed session on February 23, 2015.

**Action:** Mr. Connolly moved, seconded by Mr. Paul to approve exception item N as submitted.

**Vote:** On a roll call poll of the Board motion to approve was carried with 8 'yes' votes and one vote to abstain by Mr. Paul

**14. EXECUTIVE SESSION**

Not needed.

**15. ADJOURN**

**As recorded by Thaddeus Thompson  
Board Secretary**