

EAST WINDSOR REGIONAL SCHOOL DISTRICT BOARD OF EDUCATION

MINUTES of the REGULAR MEETING on DECEMBER 12, 2016

The Board of Education of the East Windsor Regional School District, Hightstown, NJ, held a regular meeting on Monday, DECEMBER 12, 2016 at 7:30 p.m. in the Hightstown High School Cafeteria located at 25 Leshin Lane, Hightstown, NJ.

Members Present: Pete Bussone, Paul Connolly, Erica DiRaimondo, Christine Harrington, Tracy Healy, Robert Laverty, Kennedy Paul (7:55 p.m.), Alice Weisman

Member(s) Absent: Bertrand Fougnes

Also Present: Dr. Richard Katz, Chief School Administrator
Paul M. Todd, SBA/Board Secretary
David Coates, Board Legal Counsel

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

2. PLEDGE OF ALLEGIANCE

3. A. MOTION TO APPROVE AGENDA

Action: Mr. Connolly moved seconded by Ms. DiRaimondo to approve the agenda as submitted.

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

3. B RESOLUTION FOR EXECUTIVE SESSION

Action: Mr. Connolly moved, seconded by Ms. DiRaimondo to approve the following resolution:

"BE IT RESOLVED, that the Board of Education of the East Windsor Regional School District will hold an executive session during its meeting on Monday, December 12, 2016.

This closed session concerns:

1. Personnel Matters
2. Negotiations
3. Student Residency Hearing
4. Student Matters - Bullying

Minutes of this closed session will be made available in accordance with Board policy when the need for confidentiality no longer exists."

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

4. BOARD RECOGNITION: BOB LAVERTY and ERICA DIRAIMONDO

The Board presented Robert Laverty with a plaque to recognize his many years of service on the Board, and expressed their appreciation for all his efforts and guidance over the many years he has served.

Ms. Weisman read from the plaque out loud as follows:

Presented to ROBERT P. LAVERTY

In Grateful Recognition for your Outstanding Dedication and Integrity while Honorably Serving on the East Windsor Regional School District Board of Education for FIVE Consecutive Terms; from April, 2001 to December, 2016, and within these five terms: as Vice President of the Board from April, 2004 to April, 2010 and as Board President from April, 2010 to December, 2013.

In addition, the Board presented Erica DiRaimondo with a certificate of recognition for her 6 months of service on the Board. The Board expressed their thanks and appreciation to Ms. DiRaimondo.

5. FIRST OPPORTUNITY FOR BOARD MEMBERS' COMMENTS

The Board members commented on the following:

Mr. Bussone thanked Ms. DiRaimondo for her service on the Board. He commended Mr. Laverty for the opportunity to learn from him as a new board member. Thanked him for his guidance and friendship.

Mr. Bussone noted the recent excellent HS drama club production of "Scrooge". The cast and crew were amazing. The unforeseen obstacles that occurred were handled professionally.

Ms. DiRaimondo thanked the Board for the opportunity to serve and has learned a lot in the past 6 months.

Ms. Weisman also spoke on the high school musical, and the way the cast and crew came together to overcome a setback and improvise a scene.

Mr. Connolly complimented Bob Laverty for the high standard he has set for this Board. His dedication and efforts over the years are a great example to the rest of us; he was always one to "raise the bar".

Ms. Harrington added that the public may not realize the level of commitment it takes to be a member of a Board of Education.

Mr. Laverty thanked everyone for their kind and gracious comments, and reassured all he will not be far, and still holds a very close connection to the EWRSD.

Mr. Connolly shared his thought on pursuing an architectural memorial for Suzann Fallon, a former Board member who passed away.

6. FIRST OPPORTUNITY FOR PUBLIC COMMENT

Mr. Stu Dolgon, former Board member/resident of East Windsor, currently residing in Florida, thanked Mr. Laverty for his many years of service and shared his disappointment with the voters of East Windsor for not re-electing him. He spoke on his many years of serving alongside Bob, noting how Bob was always willing to serve as Board Delegate, and be involved with the NJSBA on the Board's behalf; attending workshops and keeping us current on the new and changing statutes. Bob was and is a great advocate for our student's education in every way.

Mr. Dolgon also commented that one of the most important responsibilities of a School Board is to hire the District Superintendent, and highly commended the Board on their choice of Dr. Katz.

7. Fiscal Year 2016 Audit Presentation - CAFR

Mr. Dave Gannon, of the auditing firm WISS & Co. LLP, gave an overview of the District's 2016 Certified Audit Financial Report. The entire audit report is on file for review, in the Business Office.

8. TRANSPORTATION PRESENTATION

Paul Todd, BA and Ms. Patricia Resnyk, Director of Transportation provided the Board with a detailed overview of the department and the daily operation on transporting our students.

9. SUPERINTENDENT'S REPORT

Dr. Katz provided the Board and public with District updates.

10. EXECUTIVE SESSION – the Board went into closed session at 9:00 p.m.

- Return to open session 9:53 p.m.

11. SECOND OPPORTUNITY FOR BOARD MEMBERS’ COMMENTS

Ms. Harrington spoke about perhaps creating a calendar or schedule of presentations; the creation of a new Board member committee.

Mr. Paul thanked Mr. Lavery for his service.

12. SECOND OPPORTUNITY FOR PUBLIC COMMENT - none

13. MOTION TO APPROVE ROUTINE ITEMS BY EXCEPTION

Mr. Connolly moved, Seconded by Mr. Paul as follows:

“Having read and reviewed the materials received, I Move that the Board approve the following routine agenda items by exception”

A. Staffing – on file in administration and posted on Google Drive.

B. Bullying Report from November 21, 2016 – as discussed at meeting.

C. Out of District Student Placement in Public and Private Schools

SHIP Midland Park - Bergen County Special Services School District

Tuition July 5, 2016 – July 29, 2016

Student: # 103028 P.O.17-02121 # 11-000-100-565-03-25-07 ESY \$4,400.00

D. Field Trips

April, 2017 HHS Choral Music/Musical Theatre/
Band Students – Tallen Olsen
The Broadway Theatre, New York, NY

Attend Miss Saigon, the Musical

Jan.2017 HHS Mock Trial – Kelsey Petrasek
Civil Court House, Trenton, NJ

Increase comprehension of historical, ethical and philosophical basis of the American system of justice, increase life leadership skills, promote positive scholastic achievements, and bring law to life for students. 1/11/17 or 1/18/17 Final Round Competition based on qualification at 1/7/17 event.

Jan. 2017 HHS Humanities – W. Kamps
Museum of Modern Art, New York, N.Y.10019

Engage students in a variety of Humanities disciplines including art, philosophy, and religion through a wide range of mediums including theater, forum, museum exhibits, and workshops

Jan. 2017 HHS Humanities – W. Kamps
McCarter Theatre, Princeton, NJ 08540

Jan., 2017 MHK 6th grade students – S. Ridge
Hightstown Head Start
Hightstown, NJ 08520

Academic and community service opportunity for special ed. and former ELL students who will share/read books they wrote with preschoolers.

E. Donations

1. from Exxon/Mobil Corporation to HHS

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

2. from Local Residents to MHK

Local residents Steve and Jennifer Worringer and Steven Shpuntoff of East Windsor, would like to donate musical instruments to the MHK Band program. This includes a Buesher Aristocrat Trumpet serial #255721, a Gemeinhardt Flute serial #313935 and a Malerne Clarinet serial #B15485.

F. Approval of Uncompensated Club at MHK: POKEMON CLUB – Gennine Wittreich, Advisor

The club will promote interest in Lang. Arts, Math, Science, Social Studies, and Computers by discussing characters, plotlines, playing educational games and doing research on various aspects of the Pokemon realm.

G. Crayola Educational Grant “Champion Creatively Alive Children” for the Perry L. Drew School from Crayola and the National Association of Elementary School Principals

Perry L. Drew School applied for a Crayola Educational Grant to receive \$1,000 in Crayola supplies and \$2,500 to purchase additional materials to support their proposed project. The school goal for the grant is to infuse art, culture and language arts in a school-wide project.

H. Grades 3-8 Revised PARCC Test Schedule for 2016-17

Elementary Schools (Grades 3-5) – May 8-12, 2017

Middle School (Grades 6-8) – May 1-5, 2017

I. Travel & Related Expenses

2016-17 Balance Forward: \$47,464.96

H. Place	PLD	January 9, 2017	Registration to attend Applied Behavior Analysis, Cherry Hill, NJ	245.00	245.00
H. Place	PLD	January 9, 2017	Anticipated expenses to attend Applied Behavior Analysis, Cherry Hill, NJ	55.81	55.81
L. Peter J. Swist	Admin.	January 10, 17, 23, 2017	Two registrations to attend Stronge Model Training, Piscataway, NJ	465.00	930.00
L. Peter	Student Services	January 10, 17, 23, 2017	Anticipated expenses to attend Stronge Model Training, Piscataway, NJ	49.48	49.48
J. Swist	MHK	January 10, 17, 23, 2017	Anticipated expenses to attend Stronge Model Training, Piscataway, NJ	19.53	19.53
D. Sandberg	WCB	May 10, 2017	Registration to attend 33rd Annual Winners! Workshop: A Closer Look at the 100 Best Books for Children, Somerset, NJ	209.00	209.00
D. Sandberg	WCB	May 10, 2017	Anticipated expenses to attend 33rd Annual Winners! Workshop: A Closer Look at the 100 Best Books for Children, Somerset, NJ	100.00	100.00
M. Dzwonar S. Small K. Weiss L. Peter M. Beckman M. Svoboda	C&A / Student Services/Tech	January 26-27, 2017	Six registrations to attend Techspo, Atlantic City, NJ	425.00	2,550.00
M. Dzwonar S. Small K. Weiss L. Peter M. Beckman M. Svoboda	C&A /Student Services/Tech	Jan. 26-27, 2017	Anticipated expenses to attend Techspo, Atlantic City, NJ	300.00	1,800.00
M. Bhave	GNR	Jan. 12, 2017	Registration to attend Timesaving Strategies to Integrate Your OT Interventions into Classroom Setting, Eatontown, NJ	245.00	245.00
R. Perez S. Menchaca	MHK/HHS	Feb 8-10, 2017	Two registrations to attend 31st Assoc. of Student Assistance Professionals, Long Branch, NJ	295.00	590.00
R. Brown	HHS	March 16, 2017	Registration to attend Assessment and Intervention for Executive Function Difficulties, Lodi, NJ	149.00	149.00
T. Caceres	MHK	Feb 10-11, 2017	Registration to attend Northeast Conference on Teaching of Foreign Languages, NY, NY	175.00	175.00
T. Caceres	MHK	Feb 10-11, 2017	Anticipated expenses to attend Northeast Conf.on the Teaching of Foreign Languages, NY, NY	60.00	60.00
S. Campbell L. Bond	Admin./HHS	Jan 10, 17, 23, 2017	Two registrations to attend Stronge Model Training, Piscataway, NJ	465.00	930.00
S. Campbell	Admin	Jan 10, 17, 23, 2017	Anticipated expenses to attend Stronge Model Training, Piscataway, NJ	54.68	54.68
L. Bond	HHS	Jan 10, 17, 23, 2017	Anticipated expenses to attend Stronge Model Training, Piscataway, NJ	72.91	72.91
M. Griffin	Curriculum	Jan 26, 2017	Registration to attend Techspo, Atlantic City, NJ	275.00	275.00

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M. Griffin	Curric.	Jan 26, 2017	Anticipated expenses to attend Techspo, Atlantic City, NJ	50.00	50.00
A. Polanski A. Mendoza	EMK/GNR	March 17, 2017	Two reg.to attend NJAGC Conf. West Windsor, NJ	159.00	318.00
V. Caamano M. Diamond S. Zibbe R. Dias (no charge) N. Farias(no charge)	PLD	Feb. 27, 2017	Five registrations to attend 2017 Conference for NJ Kindergarten Teachers, Atlantic City, NJ (Dias & Farias were no charge)	249.00	747.00
M. Diamond	PLD	Feb.27, 2017	Anticipated expenses to attend 2017 Conference for NJ Kindergarten Teachers, Atlantic City, NJ	108.43	108.43
S. Zibbe	PLD	Feb.27, 2017	Anticipated expenses to attend 2017 Conference for NJ Kindergarten Teachers, Atlantic City, NJ	98.42	98.42
V. Caamano	PLD	Feb. 27, 2017	Anticipated expenses to attend 2017 Conference for NJ Kindergarten Teachers, Atlantic City, NJ	107.05	107.05
R. Dias	PLD	Feb 27-28, 2017	Anticipated expenses to attend 2017 Conf. for NJ Kindergarten Teachers, Atlantic City, NJ (2 days)	214.12	214.12
Y. Santiago R. Calise, J. Hart L. Keener R. Dias(no charge) N. Farias(no charge)	PLD	Feb. 28, 2017	Six registrations to attend 2017 Conference for NJ Kindergarten Teachers, Atlantic City, NJ (Dias & Farias were no charge)	249.00	996.00
L. Keener	PLD	Feb. 28, 2017	Anticipated expenses to attend 2017 Conference for NJ Kindergarten Teachers, Atlantic City, NJ	102.95	102.95
R. Calise	PLD	Feb. 28, 2017	Anticipated expenses to attend 2017 Conference for NJ Kindergarten Teachers, Atlantic City, NJ	99.04	99.04
J. Hart	PLD	Feb. 28, 2017	Anticipated expenses to attend 2017 Conference for NJ Kindergarten Teachers, Atlantic City, NJ	107.05	107.05
Y. Santiago	PLD	Feb.28, 2017	Anticipated expenses to attend 2017 Conference for NJ Kindergarten Teachers, Atlantic City, NJ	107.05	107.05
N. Farias	PLD	Feb. 28, 2017	Anticipated expenses to attend 2017 Conference for NJ Kindergarten Teachers, Atlantic City, NJ	106.98	106.98
K. Weiss	C&A	Feb 27-28, 2017	Anticipated expenses to attend 2017 Conf. for NJ Kdg. Teachers, Atlantic City, NJ (no charge of conference)	250.00	250.00
P. Todd	Business Office	Jan 24, Mar 14, 2017	Anticipated expenses to attend Seniority, Tenure, LOA's, Purchasing Workshops, Mt. Laurel, NJ	200.00	200.00
I. Murt	Business Office	March 14, 2017	Anticipated expenses to attend Purchasing Workshop, Mt. Laurel, NJ	100.00	100.00
C. Jablonski	Business Office	May 14, 2017	Anticipated expenses to attend Administrative Assistant Program, Mt. Laurel, NJ	100.00	100.00
D. Bonilla	Business Office	Jan 24, Feb 14, 2017	Anticipated expenses to attend Seniority, Tenure, LOA's, Pensions Update, Mt. Laurel, NJ	200.00	200.00
P. Pisano	Business Office	April 27, 2017	Anticipated expenses to attend Audit Update and Financial Issues, Mt. Laurel, NJ	100.00	100.00
A. Abuawad	Business Office	Mar 14, Apr 27, 2017	Anticipated expenses to attend Purchasing, Audit Update and Financial Issues, Mt. Laurel, NJ	200.00	200.00
M. Dzwonar E. Servillo	Admin.	Jan 24 – 27, 2017	Registration to attend Future of Education Technology, Orlando, FL	1049.00	2098.00
M. Dzwonar	Admin.	Jan 24 – 27, 2017	Anticipated expenses to attend Future of Education Technology, Orlando, FL	1300.00	1300.00
E. Servillo	Admin.	Jan 24 – 27, 2017	Anticipated expenses to attend Future of Education Technology, Orlando, FL	1600.00	1600.00

December 12th Total	\$17,820.50
Sub Total	\$65,285.46
Adjustments	-1301.38
YTD Total	\$63,984.08
Maximum expenditure for 2016-17	\$109,965.00

J. Approve Professional Services Resolution: District Architect

Whereas, the Board does not at this time have an approved architect of record, and **Whereas**, the District has advertised a request for proposals for these services which were open and read on November 18, 2016; and **Whereas**, the Business Administrator and Superintendent have conducted interviews with qualified respondents; **Therefore, be it Resolved**, upon recommendation of the Superintendent and Business Administrator, that the Board approve SSP Architectural Group, Inc. of Bridgewater, NJ as the District's architect of record.

K. Resolution: Approve Provident Bank as a District Financial Depository

RESOLVED, that PROVIDENT BANK be designated as official depository for school funds; and that it be the official depository for both the District checking accounts and the savings accounts; and that authorization be granted to the Board Secretary to invest funds of the Board with the Provident Bank and the State of NJ Cash Management Fund as the designated depositories of the East Windsor Regional School District.

L. Approve the June 30th 2016:

Comprehensive Annual Financial Report - financial statements including financial disclosures.

Auditors Managers Report –findings and recommendations.

Corrective Action Plan – corrective action(s) district will take based on findings and recommendations.

M. Proposal for District Water Testing from PARS Environmental Inc.

To assist the district in the development of a sampling plan and for testing of lead in the district water supply. Testing will be based on guidance from NJ Dept. of Environmental Protection (NJDEP) & the U.S. Environmental Agency (USEPA).

N. Minutes of the October 10, 2016 regular meeting: as submitted; posted on District website.

O. Board Secretary's and Treasurer's Report for OCTOBER, 2016

WHEREAS, the Board of Education has received the report of the Board Secretary and Treasurer for the month of **OCTOBER, 2016** submitted pursuant to N.J.S.A 18A:17-9, and **WHEREAS**, in compliance with N.J.A.C. 6:20-2A.10 (d) the Board Secretary has certified that, as of the date of the reports, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the District Board of Education; and **WHEREAS**, the report of the Treasurer of School Monies is in agreement with the Report of the Board Secretary; **NOW, THEREFORE BE IT RESOLVED**, the Board of Education accepts the above referenced reports and certifications, and certifies that after review of the Secretary's Monthly Financial Report (appropriation section), and Treasurer's Report, to the best of its knowledge, no major account or fund has been over expended in violation on N.J.A.C.6:20-2A.10 (a) (1), and that sufficient funds are available to meet the district's financial obligations for the remainder of the year.

P. Transfer Report – October, 2016

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 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.

Q. Bill List for December 12, 2016 in the amount of: \$10,287, 963, 57

VOTE on Exception Items: On a roll call poll of the Board, with all members present voting yes, motion to approve carried unanimously.

14. ADJOURN – 10:09 p.m.

Respectfully submitted by Paul M. Todd, BA/Board Secretary