

MINUTES of the REGULAR MEETING on FEBRUARY 22, 2016

The Board of Education of the East Windsor Regional School District, Hightstown, NJ, held a regular meeting on Monday, February 22, 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, Tracy Healy, Robert Laverty, Kennedy Paul, Alice Weisman

Member(s) Absent: Christine Harrington, Bertrand Fournies, Lilia Gobaira

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 Mr. Paul to approve the agenda with an addendum to staffing, 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 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, FEBRUARY 22, 2016. These closed session's concern:

1. Personnel Matters
2. Student Matters – Bullying
- *3. Negotiations **(added at meeting)*

"Minutes of these closed sessions will be 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. FIRST OPPORTUNITY FOR BOARD MEMBERS' COMMENTS

Ms. Weisman commented that the High School Basketball team is doing extremely well and wished them continued luck.

5. FIRST OPPORTUNITY FOR PUBLIC COMMENT: no one spoke.

6. SECOND READING OF BOE BYLAWS, POLICIES AND REGULATIONS

Mr. Connolly moved, Seconded by Mr. Paul to approve the Board Bylaws, Policies, and Regulations on SECOND Reading.

- A. **Bylaw 0134** – **Board Self-Evaluation – Revised/Suggested**
- B. **Bylaw 0152** – **Board Officers - Revised/Recommended**
- C. **Policy 1240** – **Evaluation of Superintendent – Revised/Mandated**
- D. **Regulation 1240** – **Evaluation of Superintendent – Revised/Mandated**
- E. **Policy 2622** – **Student Assessment- Revised/Mandated**
- F. **Policy 3212** – **Attendance – Revised/Recommended**
- G. **Policy 4212** – **Attendance – Revised/Recommended**
- H. **Policy 3218** – **Substance Abuse – Revised/Mandated**
- I. **Policy 4218** – **Substance Abuse – Revised/Mandated**
- J. **Policy 3322** – **Staff Member’s Use of Personal Cellular Telephones/Other Communication Devices – New/Suggested**
- K. **Policy 4322** – **Staff Member’s Use of Personal Cellular Telephones/Other Communication Devices – New/Suggested**
- L. **Policy 5330** – **Administration of Medicine -Revised/Mandated**
- M. **Regulation 5330** – **Administration of Medicine – Revised/Mandated**
- N. **Policy 5339** – **Screening for Dyslexia – Revised/Mandated**
- O. **Policy 5615** – **Suspected Gang Activity – Revised/Recommended**
- P. **Policy 8540** – **School Nutrition Programs – Revised/Recommended**
- Q. **Policy 8820** – **Opening Exercises/Ceremonies – Revised/Recommended**

Discussion:

Ms. Weisman had a question on Bylaw 0152: Board Officers; regarding the selection process.

Mr. Coates, Board attorney, responded that since our Board selects new officers at the reorganization meeting, the Board does already comply with the terms of the bylaw.

Vote: On a roll call poll of all Board members present voting yes, motion to approve the bylaws, policies and regulations on SECOND reading carried unanimously.

1240 - Evaluation of Superintendent (Revised)

The only revisions in the Policy Guide are a few minor changes and the Code section has been recodified from N.J.A.C. 6A:10-7 to 6A:10-8. The only revision in the Regulation Guide is the revised Code citation in Section C.1.b. The Policy and Regulation must be approved by the Board.

Policy Guide 1240 is MANDATED Regulation Guide 1240 is MANDATED

2622 – Student Assessment (Revised)

The New Jersey Department of Education (NJDOE) published an October 30, 2014 Memorandum in response to inquiries regarding the ability of parents and students to choose to not participate in the Statewide assessment program. The Memorandum indicates “State law and regulations require all students to take State assessments.” The Memorandum indicates it is important for the school district to outline the positive reasons individuals participate in the PARCC examinations in speaking with parents and students. The Memorandum also lists some of these positive reasons. Policy Guide 2622 has been revised to incorporate the provisions outlined in the Memorandum to assist districts in addressing the “opt-out” inquiries and to align with the current administrative code subchapter, N.J.A.C. 6A:8-4 – Implementation of the Statewide Assessment System.

In accordance with NJDOE guidance, the updated Policy Guide specifically states there “is no provision for a student to opt-out of Statewide assessment.” However, upon request of many school districts, Strauss Esmay has developed a suggested internal procedure to be used when a parent refuses to have their child participate in a Statewide assessment. We do not recommend this procedure be issued or adopted as a Regulation at this time pending any additional information or guidance on this subject that may be forthcoming from the NJDOE. In addition, in order to avoid revising this Policy Guide in the future if the name of an assessment is changed, the revised Policy Guide removes any reference to an assessment by a specific name. The revised Policy Guide indicates the district will comply with the NJDOE’s and the Commissioner’s requirements and removes any specific assessment requirements as these requirements also change. Lastly, the existing statute and code still refers to the Core Curriculum Content Standards (CCCS) and does not mention the Common Core State Standards. However, the Strauss Esmay “Introduction” in the front of the Policy Manual defines the CCCS to include the Common Core State Standards so specific mention of Common Core State Standards is not required in this Guide. **Compliance with the requirements in this Policy Guide 2622 are MANDATED.**

3212 – Attendance (Revised)

4212 – Attendance (Revised) (formerly P4211 – Attendance)

Policy Guides 3212 for teaching staff and 4211 for support staff have been revised. The updated Guides address two frequently asked questions. The N.J.S.A. 18A:30-1 definition of “sick leave has been added to these Policy Guides indicting sick leave is a person’s absence from work because of “personal disability due to injury or illness....” The second issue is the Superintendent’s right to require a physician’s certificate as per N.J.S.A. 18A:30-4, which has also been added to the two Guides. A previous monitoring provision requiring the Superintendent of Schools to develop a program if the rate of absence for professional staff exceeds 3½ percent is no longer required by the New Jersey Department of Education and has been removed from Policy Guide 3212. Also, Policy Guide 4211 has been renumbered to 4212 for consistency between the 3000s and 4000s. These updates do not affect the Regulations Guides, but a district may want to review its Regulation Guides 3212 and 4211. Regulation Guide 4211 should be renumbered to 4212. Policy Guide 3212 is no longer a monitoring requirement, but it is highly recommended to be included in a district’s manuals.

Policy Guide 3212 is RECOMMENDED Policy Guide 4212 is RECOMMENDED

3218 – Substance Abuse (Revised)

4218 – Substance Abuse (Revised)

New Policy and Regulation Guides 3218 and 4218 concerning a staff member’s use of drugs, alcohol, and anabolic steroids have been significantly revised to reflect the current practices used in school districts if a staff member is suspected of reporting to work under the influence of drugs or alcohol. There is not a New Jersey statute or administrative code that specifically address procedures to be used when a school staff member is suspected of coming to work under the influence of drugs or alcohol. However, there is a 2004 Commissioner of Education decision, *Bayonne Teacher’s Association v. Board of Education of the City of Bayonne* that upheld Strauss Esmay’s Policy and Regulation 3218 that required an immediate medical examination of a school employee who was reasonably suspected of being under the influence of drugs or alcohol at work. The new Policy Guide 3218 is similar to the current Guide 3218 except the new Policy Guide does not provide specific first offense, second offense, third offense and fourth offense consequences and just indicates any staff member who is confirmed as reporting to work under the influence “will be subject to appropriate discipline, which may include termination of a non-tenured teaching staff member or the filing of tenure charges for a tenured teaching staff member in accordance with law.” The new Policy Guide 4218 is more detailed than the current Policy Guide 4218 and aligns with the new Policy Guide 3218. The new Regulation Guides 3218 and 4218 are more detailed in providing the procedure to be used when a staff member is suspected of being under the influence of a substance at work. The major distinction between Policy and Regulation Guide 3218 for teaching staff members and Policy and Regulation Guide 4218 for support staff members is the designation of the supervisor who is authorized to meet with the employee upon suspicion of being under the influence.

The Principal is designated for meeting with teaching staff members while the support staff member's supervisor "as designated by the Superintendent" for meeting with support staff members. The new Policy and Regulation Guides are consistent with the Commissioner's decision in the 2004 *Bayonne* case.

Policy Guide 3218 is MANDATED

Regulation Guide 3218 is MANDATED

Policy Guide 4218 is MANDATED

Regulation Guide 4218 is MANDATED

3322/4322 – Staff Member's Use of Personal Cellular Telephones/Other Communication Devices (Revised)

The constantly changing methods in which people communicate using electronic devices require an update to Policy Guides 3322 and 4322 regarding a staff member's use of personal cellular telephones for non-school related, personal matters during the workday. These revised Guides define the methods of communication to include text-messaging and posting on social networking sites and the devices in which such communications are made including tablets and other electronic devices. These Policy Guides have been updated to expand the mode of communication and the devices used for non-school related, personal matters during the workday. The Guides also include various options for acceptable times for such communications and an option requiring staff members to have such devices outside the view of others when performing assigned school district responsibilities. These Policy Guides are not mandated and adoption of these Guides or any other Policy on the issue is a local district decision. **Policy Guides 3322 and 4322 are SUGGESTED**

5330 – Administration of Medication (Revised)

Public Law 2015, Chapter 13 concerning the emergency administration of epinephrine to students for anaphylaxis was signed into law and is effective beginning the 2015-2016 school year. The law amends provisions of N.J.S.A. 18A:40-12.5 and 12.6 permitting the school nurse or trained designee to administer epinephrine via an auto-injector mechanism to any student without a known history of anaphylaxis or to any student whose parent has not met the requirements for the nurse or designee to administer epinephrine when the nurse or trained designee believes in good faith the student is having an anaphylactic reaction. The amendments also require a school district to have a supply of epinephrine auto-injectors in a secure, but unlocked and easily accessible location in the school under a standing protocol from a licensed physician or advanced practice nurse. The amendments also provide immunity from liability for good faith actions of school employees, nurses, agents of the Board, and for physicians and advanced practice nurses. Policy and Regulation Guides 5330 have been revised to incorporate these new requirements which are mandated.

The Policy and Regulation Guides 5330 are MANDATED and must be adopted by the Board.

5339 – Screening for Dyslexia (Revised)

There have been some additional statutes regarding dyslexia which are required to be incorporated into Policy Guide 5339 – Screening for Dyslexia. One additional statute requires the New Jersey Department of Education (NJDOE) to incorporate the International Dyslexia Association's definition of dyslexia into Chapter 14 of Title 6A of the Administrative Code. The NJDOE will incorporate the definition into Chapter 14 when the Chapter is opened for amendment. In the interim, the NJDOE, in an April 15, 2014 Memorandum, provided the definition of dyslexia that school districts should be using. This definition has been incorporated into the revised Policy Guide 5339. In addition, the reading disabilities professional development requirement of N.J.S.A. 18A:6-131 for specific teaching staff members has also been incorporated into the revised Policy Guide.

This Policy Guide 5339 is MANDATED

5615 – Suspected Gang Activity (Revised)

Policy Guide 5615 – Suspected Gang Activity has been revised to include a few new matters. The legal definition of a "criminal street gang" as defined in N.J.S.A. 2C:33-29 and the gang training requirement for administrators in accordance with N.J.S.A. 52:17B-4.7 have been inserted into Policy Guide 5615. In addition, Policy Guide 5615 has been revised to indicate any unacceptable conduct that is, or may be, gang-related will be reported to local law enforcement. **Policy Guide 5615 is RECOMMENDED**

P 8540 – School Nutrition Programs (Revised)

R 8540 – Free and Reduced Rate Meals (Abolished)

Revised Policy Guide 8540 addresses requirements for all School Nutrition Programs of the New Jersey Department of Agriculture including the National School Lunch Program, the School Breakfast Program, the After-School Snack Program, and the Special Milk Program. This revised Policy Guide will be applicable for any school district that operates any of these programs. As terms in this Agreement change often, the revised Policy Guide incorporates this Agreement and its requirements by reference, meaning the Board will not need to revise the Regulation Guide every time the Agreement is revised, which could be every year. Therefore, new language inserted into revised Policy Guide 8540 indicates the district will comply with the requirements or provisions of the Agreement with the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture. This will eliminate the need to update this Policy or Regulation Guide each time a requirement of the school district is changed by the United States or New Jersey Department of Agriculture. Also, the revised Policy Guide indicates the person authorized to initially review and determine eligibility will be designated in an annual letter to the parent. Revised Policy Guide 8540 also indicates the hearing officer for parent appeals of eligibility determinations will be designated by the School Business Administrator/Board Secretary and decisions of the hearing officer are appealable to the School Business Administrator/Board Secretary. A district may assign these responsibilities to another administrative staff member; however, most districts assign these responsibilities to the School Business Administrator/Board Secretary. In addition, the title of Policy Guide 8540 has been changed to School Nutrition Programs.

Policy Guide 8540 is RECOMMENDED Regulation Guide 8540 is ABOLISHED

8820 – Opening Exercises/Ceremonies (Revised)

Policy Guide 8820 regarding opening exercises has been revised to align with the Pledge of Allegiance requirements in N.J.S.A. 18A:36-3. This Policy Guide has also been revised to remove the requirement that a parent of a student who objects to saluting the flag be required to submit a written statement of the student's conscientious objection. This requirement may be subject to a constitutional challenge and does not appear to be a practical concern in school districts. In addition, ceremonies and observances as outlined in N.J.S.A. 18A have been added to this Policy Guide.

Policy Guide 8820 title has been changed to Opening Exercises / /Ceremonies and is RECOMMENDED

7. SUPERINTENDENT'S REPORT

Dr. Katz updated the Board on his goals for the District:

- Re: Communications Goal - he noted his District "Twitter" account is tied into the District Facebook page and both are receiving more followers. This is a helpful tool to keep in touch with staff and community. He encourages teachers to post "tweets" about their classes and school news/events.
- Re: Full Day Kindergarten - we will be sending out a formal notice on this tomorrow. (A discussion on benefits of a full day Kindergarten and beneficial impact on the community ensued.)
- Re: Goal of Consistency - we will endeavor to have each elementary school operate similarly/be on the same page. Also we plan to have a single elementary handbook for all the elementary schools to use.

Additionally:

- We are currently working on a final calendar for the submission of Board member and CSA self-evaluations to NJSBA. A draft is in the works and will be provided to the Board. The middle of May is looking to be the best time to initiate this.

School Updates:

- At GNR: 4 students submitted art work to the Trenton Youth Art exhibit for display. This is sponsored by the Art Educators of NJ.
- Congratulated the GNR 4th grade classes for being one of the winners in "Prompt 5" of the Renaissance Learning Readquest Competition.

Dr. Katz turned the forum over to Mr. Todd, SBA for his comments.

Mr. Todd updated the Board on the following.

- McKnight School Canopy Damage: recent rainstorm caused the McKnight entranceway canopy blow off causing damage to the roof. Thankfully, no one was injured. He commended the facilities staff for their swift response and McKnight staff and students for their cooperation as this was happening. He detailed the actions the District has taken to provide a temporary repair and eventual replacement.
- Lease purchase of new buses; explained the process and timeline for the replacement of vehicles going forward.
- GNR and WCB schools have received new upgrades to fire alarm system.
- MHK Athletic field renovation. Will take place in two phases.
- State Aid notice is favorable. Everyone will be receiving a slight increase this year.

8. **EXECUTIVE SESSION:** the Board went into closed session at 8:07 p.m.

- **RETURN TO OPEN SESSION** at 8:25 p.m.

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

Ms. Weisman appreciates full day kindergarten coming to the District. Members of community are thrilled and excited.

Mr. Lavery noted he was appointed to the position of Alternate Delegate to NJSBA Board of Directors. (Alternate Mercer County Delegate.)

Ms. Weisman offered her congratulations.

10. **SECOND OPPORTUNITY FOR PUBLIC COMMENT:** no one spoke.

11. **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 approves the listed routine agenda items as submitted."

- Staffing*
- Bullying Report from February 8, 2016*
- Donations to HHS FIRST Robotics Team - \$3,550. total donations*
- Hosting German Exchange Students and Itinerary*
- New Field Trip Locations*
- Travel & Related Expenses*
- Approval of Non-Paid Clubs at MHK*
 - Debate Club*
 - Rock Band Club*
- Approval of Non Paid Club at HHS- Heroes and Villains Club*
- Addition of Non Paid Co-Advisor for DECA Club at HHS*
- Professional Services for Students*
- Out of District Placements*
- IDEA FY 2016 Application Amendment*
- Resolution to Revise November 2016 Meeting Date: from Nov. 14 to Nov. 21st 2016*
- Approve Horizon Environmental Group for Asbestos Management and Environmental Testing Services*
- Resolution: Extend Professional Services Appointment for Staff Accountant*
- Board Secretary and Treasurer's Report for December, 2015*
- Transfer Report for December, 2015*
- Resolution: Award of Bid for Partial Roof Replacement at WCB & GNR*
- Bill List for February 22, 2016*

Discussion:

Ms. Weisman thanked all the donors for their generous donations to the District.

Ms. Weisman asked that when we have new field trip location(s) on the agenda, that the purpose of the trip be included.

Mr. Connolly commented on item D: Hosting of German Exchange Students. He is pleased to see that this will occur during the spring and not the summer.

VOTE: On a roll call poll of all Board members present voting yes, motion to approve the above listed agenda items by exception carried unanimously.

A. Staffing (*see last page*)

B. Bullying Report: as discussed in executive session at Feb. 8, 2016 meeting

C. Donations to HHS FIRST Robotics Team - \$3,550. Total donations

Chris Gregory, Advisor of HHS' FIRST Robotics Team, has received a monetary donation of Two Thousand Seven Hundred Fifty Dollars (\$2,750.00) from Mid Atlantic Robotics, a district organization of which HHS is a member.

The breakdown of the donation is as follows:

\$1,000 - Mrs. Beverly Asselstine – parent of HHS team members, Nathan (2015) and Vera Crabtree, 326 Franklin Street, Hightstown, NJ 08520.

\$250 - Bank of America, NC1-007-18-01, 100 North Tyron Street, Charlotte, NC 28255-0001 – Mrs. Asselstine's employer; this represents a matching funds program.

\$1,500 – Fundraiser in memory of a Class of 2012 alumni Robotics team member.

In addition, Robotics has also received the following checks:

\$500 – Shiseido America Inc., 366 Princeton-Hightstown Rd., East Windsor, NJ 08520 – John Zoller.

\$300 – Conair Corporation, 150 Milford Road, East Windsor, NJ 08520 – John Mayorek.

The funds are intended to be used for expenses incurred with the Team and its competitions.

D. Hosting German Exchange Students and Itinerary

The German Exchange Program of Hightstown High School would like to have our students from Hanover, Germany stay with host families from March 3-17, 2016. HHS ESL history students will be accompanying the German exchange students on the Washington D.C. trip only. This is a cost effective way for our ESL students to visit Washington D.C. historic points. Only German exchange students will be attending the remaining trips.

3/7 Washington D.C. – Memorials and Museums

3/8 Princeton, NJ – Palmer Square – EWRSD Bus

3/9 NYC Broadway Show and Lunch

3/11 Liberty State Park – Statue of Liberty; Ellis Island; 9/11 Memorial

3/14 Jersey Shore – Seaside Heights Beach & Jackson Outlets

3/15 Philadelphia, PA – EWRSD Bus

3/17 Newark Airport – German guests return to Hanover

E. New Field Trip Locations

- 4/9/2016 HHS Wind Ensemble Band – Seth Davis
 Roxbury High School, 1 Bryant Drive, Succasunna, NJ 07876
- 3/11/2016 Peer Group Connection – Bill Kamps
 Camp Ockanickon, 1303 Stokes Road, Medford, NJ 08055

F. Travel and Related Expenses

M. Smith	HHS	March 4, 2016	Anticipated expenses to attend Legal One-Social Media, Schools and the Law, Cherry Hill, NJ	23.87	23.87
P. Benkin, P. Taitt, K. Armenti, D. Page, V. Paladino, P. Winthrop, C. Carpenter, J. Dawson, E. Somer S. Vandervort, K. Fallon, J. Greaves, N. Byrwa, J. Nelson G. Salvameni, A. Kirchmer, C. Safar, K. Romanchik	District Tchrs. /Personnel	March 19, 2016	Reading & Writing Workshop, Teacher's College, NY (no cost for workshop) Bus Transportation and Tolls \$584	584.00	584.00
D. Roe	Student Services	March 15, 2016	Registration to attend Regional Professional Development Academy "504 Presentation", Eatontown, NJ	125.00	125.00
D. Roe	Student Services	March 15, 2016	Anticipated expenses to attend Regional Professional Development Academy "504 Presentation", Eatontown, NJ	20.21	20.21
M. Bhave	Student Services	March 15, 2016	Registration to attend Practical Strategies for Occupational Therapists, Cherry Hill, NJ	239.00	239.00
R. Brown K. Ostrowski	Guidance	April 7, 2016	Two registrations to attend Working With Transgender Clients, Princeton, NJ	55.00	110.00

M. Beckman	Student Services	May 25-26, 2016	Registration to attend NJ Anti Bullying Conference, Atlantic City, NJ	200.00	200.00
M. Beckman	Student Services	May 25-26, 2016	Anticipated expenses to attend NJ Anti Bullying Conference, Atlantic City, NJ	300.00	300.00
L. Scheman	Community Services	March 7, 2016	Registration to attend Attendance & Residency Issues, Monroe, NJ	75.00	75.00
Monthly Total					\$3,362.36
YTD Total					\$46,522.30
Maximum Expenditure for 2015-16					\$59,965.00

G. Approval of Non-Paid Clubs at MHK

1. Debate

The Melvin H. Kreps School would like to start a club entitled “Debate Club” which would fall under the category of a non-paid extracurricular activity. Frank Vespe, a counselor, has agreed to be the advisor. The club will entail Hightstown High School students preparing Melvin H. Kreps Middle School students for the basics of the Debate Club.

2. Rock Band Club

The Melvin H. Kreps Middle School would like to start a club entitled “Rock Band Club” which would fall under the category of non-paid extracurricular activity. Josh McDonnell, MHK band teacher, has agreed to be the advisor. The club will entail helping students learn how to interact in a rock band setting.

H. Approval of Non Paid Club at HHS

1. Heroes and Villains Club

Hightstown High School would like to start a club entitled “Heroes and Villains” which would fall under the category of a non-paid extracurricular activity with Marion Mullen as the teacher advisor. The club is based on a well-known game which uses strategy, bluffing, and discussion to uncover the “villains.” Students will utilize critical thinking, analysis, synthesis and teamwork.

I. Addition of Non Paid Club Co Advisor for DECA Club at HHS

Kelly Gaskill, HHS Business teacher, currently serves as Advisor for DECA, one of our HHS Clubs. Kelsey Petrasek, HHS Business teacher, has been recommended by HHS Principal, Dennis Vinson to join DECA as a non-paid co-advisor. Ms. Petrasek has been instrumental in assisting Kelly Gaskill with the coordination of DECA and its activities, including preparing student members for competitions; accompanying Ms. Gaskill on every DECA trip; supervising DECA members with fundraising activities; and running student meetings in Ms. Gaskill’s absence. Ms. Petrasek has been instrumental in making our DECA Chapter successful with a membership that now comes in at 80 students and her involvement continues to be a tremendous asset to the program.

J. 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	Not to Exceed
Cross County Clinical & Educational Services, Inc.	Bilingual – Child Study Team Evaluations	Per Contract	\$2,000.00

K. Out of District Placements in Public and Private Schools

BANCROFT SCHOOL

Revised Tuition September 3, 2015 through January 7, 2016

Student: #104515 RSY \$ 13,260.00

COMMISSION FOR THE BLIND & VISUALLY IMPAIRED - STATE OF NEW JERSEY

Tuition September 1, 2015 through June 30, 2016

- 1. Student: #201023 RSY \$ 1,900.00
- 2. Student: #104615 RSY \$ 1,900.00
- 3. Student: #102293 RSY \$ 1,900.00

LEGACY TREATMENT SERVICES-THE MARY A. DOBBINS SCHOOL

Tuition January 15, 2016 through June 30, 2016

Student:	#104515	RSY	\$ 31,379.60
1:1 Aide			\$ 12,103.00

NEW JERSEY INSTITUTE FOR DISABILITIES/LAKEVIEW SCHOOL

Tuition January 27, 2016 through June 30, 2016

Student:	#104615	RSY	\$ 43,787.52
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THOMAS J. RUBINO ACADEMY

October 13, 2015 – June 30, 2016

Student:	#402318	RSY	\$ 16,110.00
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L. IDEA FY 2016 Application Amendment: Approve the IDEA FY '16 Application Amendment to include the IDEA FY '15 Carry-Over Funds:

- Preschool \$ 48,703
- Basic \$ 245,817

M. Resolution: Move November 14th meeting date to November 21, 2016

Whereas, it has become necessary to revise the Board approved meeting scheduled in November, from November 14, 2016 to November 21, 2016,

Now Therefore, Be It Resolved that the Board approves the November, 20-16 meeting of the Board of Education to be re-scheduled for **November 21, 2016**, and authorizes such change to be advertised by the Board Secretary.

N. Horizon Environmental Group, Inc. for Asbestos Management and Environmental Testing Services

Board approval is recommended to award a Professional Service Contract to Horizon Environmental Group, Inc. for Asbestos Hazard Emergency Response Act (AHERA) Asbestos Management Services including inspections, and environmental testing services from July 1, 2015 to June 30, 2016 per attached proposal; not to exceed \$15,600.00

O. Resolution: Extend Professional Services Appointment of Staff Accountant

Whereas, at the December 7, 2015 meeting of the Board of Education, the Board appointed Michele E. Berenwick, CPA as business office staff accountant at rate of \$50.00 per hour, not to exceed 150 hours /\$7,500, effective 12/21/15, and

Whereas, it becomes necessary to extend the number of hours previously approved for this individual,

Now Therefore, Be It Resolved, that the Board approves Michele E. Berenwick, CPA to serve as Business office staff accountant through April 30th, 2016 for an additional 10 weeks /\$12,000. not to exceed a grand total amount of \$18,300.

P. Board Secretary & Treasurer's Report for December, 2015

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

Q. Transfer Report for December, 2015

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. RESOLUTION to Award Bid for Partial Roof Replacement at WCB and GNR Schools

On January 26th, bids were opened at the EWRSD Administration offices for the partial Roof replacements of the Walter C. Black and Grace N. Rogers Elementary Schools. Upon careful review by the Business Administrator, Board Attorney and Architect, the following determination was made. The bid from Integrity Roofing was found to be non-responsive to the bid specifications; primarily due to the fact that it was a requirement to either list an asbestos sub-contractor or list that the contractor was self-performing the work. If the contractor was self-performing they needed show their DPMC and NJ SDA prequalifications. The information could NOT be left blank. Integrity left the information blank on the bid submittal. In addition several required submissions from sub-contractors were omitted. Board Approval is recommended to make the following award of bid by RESOLUTION.

Whereas, the apparent low bid was from Integrity Roofing Inc. and their bid submission was reviewed by the School Business Administrator, Board Attorney and Garrison Architects, and

Whereas, the next lowest apparent bid was from USA General Contractors and their bid submission was reviewed by the School Business Administrator, Board Attorney and Garrison Architects and found to be complete and in compliance with all of the bid specifications, and

Whereas, it is the recommendation of the School Business Administrator, Board Attorney and Garrison Architects to reject the bid of Integrity Roofing Inc. for being non-responsive to the bid specifications,

Therefore Be It Resolved, upon the recommendation of the School Business Administrator and Garrison Architects, that a base bid only contract be awarded to USA General Contractors, Corporation of 980 DeHart Place, Elizabeth, NJ 07207 in the following manner:

Walter C. Black Elementary School	\$1,649,760	PO #16-02616	Acc’t: 30-000-400-450-00-04-06
Grace N. Rogers Elementary School	\$1,296,240	PO #16-02615	Acc’t: 30-000-400-450-00-04-04
Total award – Base Bid only	\$2,946,000		

S. Bill List for February 22, 2016 in the amount of \$1,709,899.24

Minutes of the Regular Meeting on February 22, 2016

A. Staffing Item

Name	Action	Position	Loc.	Step	Salary	Date Effective	Date End	Certification and or Explanation
Resnyk, Patricia	Appoint	Supervisor of Transp.	Transp		\$110,000	4/11/16	6/30/16	Revised start date
Herskowitz, Adam	Appoint-LOAR	Teacher - Music	GNR	1-MA	\$59,222	TBD	6/8/16	Tchr.Music (Stand) pending clearance - for emp# 5831
Margareten, Rivkah	Appoint-LOAR	Speech Therapist	GNR/WCB	1-MA	\$59,222	TBD	5/25/16	Speech Lang Spec (Stand) -pending clearance-for emp# 5584
Ponzio, Linda	Appoint-LOAR	Teacher - Spec. Ed.	MHK	1-MA	\$59,222	TBD	6/22/16	Elem. Tchr.(CEAS) Teach Stu.w/Dis (CEAS) pending clearance-for emp# 5545
Vetere, Laura	Appoint-Interim	Principal	EMK		\$500/per diem	2/11/16	TBD	Revised start date
Soles, Kayla	Coach-OD	Softball Head	HHS	C	\$5,348	3/4/16	6/30/16	Spring Pending clearance
Employee # 4006	Donated days					TBD	TBD	Approval for donated days
Barrow, Glenn	Extra Pay	Bus Driver	Transp		\$15		6/30/16	Drug tested beyond scheduled work hrs as per the EWRSSA contract
Donaldson, Hollis	Extra Pay	Bus Driver	Transp		\$15		6/30/16	Drug tested beyond scheduled work hrs as per the EWRSSA contract
Guerrero, Johanna	Extra Pay	Bus Driver	Transp		\$15		6/30/16	Drug tested beyond scheduled work hrs as per the EWRSSA contract
Michael, Danielle	Extra Pay	Bus Driver	Transp		\$15		6/30/16	Drug tested beyond scheduled work hrs as per the EWRSSA contract
Otten, Daniel	Extra Pay	Bus Driver	Transp		\$15		6/30/16	Drug tested beyond scheduled work hrs as per the EWRSSA contract
Muneer, Amirah	Extra Pay	Track Boys Assistant	HHS	G	\$4,056	3/4/16	6/30/16	Spring
Hernandez, Wilson	Extra Pay	Homebound Instruction	SS		\$45/hr	9/1/15	6/30/16	
Smedley, Jessica	Extra Pay	Supervisor of Counselor	Dist		\$442.38/per diem	9/1/15	6/30/16	Sell back 4 vacation days for the 15-16 School year
Zircher, Silvana	Extra Pay	Principal	EMK		\$529.62/per diem		2/16/16	Revised end date - Pay 19.5 Vacation days
Employee #4082	LOA					2/16/16	3/18/16	FMLA
Employee #4473	LOA					1/18/16	1/31/16	Unpaid leave
Employee #5375	LOA					2/24/16	6/21/16	Revised dates 2/24-3/1, Unpaid 3/1-6/21 return date 9/1/16
Employee #6044	LOA					5/20/16	6/30/16	SD 5/23-6/20, PD 6/21-6/22/16
Employee #6044	LOA					9/1/16	10/7/16	NJFLA 9/1-10/7/16 Return date 10/10/16
Taitt, Patricia	Mentor Fee	Mentor-Cubano, Kathy	HHS		\$366.50	9/1/15	2/19/16	Mentor fee adjusted changed to 20 weeks
Taitt, Patricia	Mentor Fee	Mentor-Petrushun, Erik	HHS		\$183.30	2/20/16	6/30/16	Mentor fee for 10 weeks
Alvarez, Desirae	Resigned	Teacher - LOAR	GNR				2/12/16	
Clark-Payton, Stephanie	Resigned	Kidcare Instructor	CS				2/19/16	Accepted another position
Ford-Manderson, Shaw n	Resigned	LDTC	SS				2/16/19	
Gertel, Ellen	Resigned	Counselor	WCB				6/30/16	Accept resignation w/anticipated retirement effective 6/30/16 (Yrs: 28)
Green, Rosemary	Resigned	Nurse	MHK				6/30/16	Accept resignation w/anticipated retirement effective 6/30/16 (Yrs:14)
Hart, Kathleen	Resigned	Teacher-Spec. Ed.	HHS				6/30/16	Accept resignation w/anticipated retirement effective 6/30/16 (Yrs: 18)
Herrera, Jackie	Resigned	Cafeteria Monitor	GNR				2/4/16	
Seltzer, Anita	Resigned	Clerk - 10 Mth.	HHS				6/30/16	Accept resignation w/anticipated retirement effective 6/30/16 (Yrs: 33)
Greiff, Madeline	Salary Adj.	Educational Assistar	PLD		\$800.00	9/1/15	6/30/16	Longevity Retro to 9/1/15
Clark-Payton, Stephanie	Substitute	Van Attendant	Transp		\$11/hr	2/23/16	6/30/16	From Kidcare instructor

Addendum to Staffing:

Minutes of the Regular Meeting on February 22, 2016

A2/22/16	Margareten, Rivkah	Appoint-LOAR	Speech Therapist	GNR/WCB	1-MA	\$59,222	2/23/16	5/25/16	Revised start date
A2/22/16	Ponzio, Linda	Appoint-LOAR	Teacher - Spec. Ed.	MHK	1-MA	\$59,222	2/23/16	6/22/16	Revised start date
A2/22/16	Porter, Amanda	Appoint-LOAR	Teacher English	HHS	1-MA	\$59,222	2/22/16	6/22/16	Revised start date
A2/22/16	Zircher, Silvana	Extra Pay	Principal	EMK		\$529.62/p er diem		2/16/16	Revised vacation day payout to 12.5 days
A2/22/16	Nittoso, Leah	Extra Pay	Intramural Volleyball Head		Q	\$1,942			Revised from Asst.
A2/22/16	DelMonte, Julie	Extra Pay	Intramural Volleyball Asst.		R	\$1,555			Revised from Head
A2/22/16	Kalick, Timothy	Resigned	Teacher - H&PE	HHS				3/1/16	
A2/22/16	Moore, Joseph	Resigned	Custodian-Black Seal	B&G				4/30/16	Accept resignation w/anticipated retirement effective 4/30/16 (Yrs: 22)
A2/22/16	Flannery, Carolyn	Salary Adj	Van Attendant	Transp	3	\$13.58/hr	9/1/12	9/30/13	From step 2 @ \$13.38
A2/22/16	Flannery, Carolyn	Salary Adj	Van Attendant	Transp	4	\$14.03/hr	9/1/13	6/30/14	From step 3 @ \$13.83
A2/22/16	Flannery, Carolyn	Salary Adj	Van Attendant	Transp	5	\$14.62/hr	9/1/14	6/30/15	From step 4 @ \$14.28
A2/22/16	Flannery, Carolyn	Salary Adj	Van Attendant	Transp	5	\$14.62/hr	9/1/15	6/30/16	Remains on step 5 due to negotiations

12. SECOND EXECUTIVE SESSION – not taken.

- **ADJOURN:** Mr. Paul moved to adjourn at 8:35 p.m.

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