

EAST WINDSOR REGIONAL SCHOOL DISTRICT, HIGHTSTOWN, NJ 08520

MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION

Date: FEBRURY 8, 2010 7:30 p.m.

The Board of Education of the East Windsor Regional School District held a Regular meeting on MONDAY, FEBRUARY 8, 2010 at 7:30 p.m. in the Hightstown High School Cafeteria, located at 25 Leshin Lane, Hightstown, NJ.

ITEM 1. WELCOME

Board President Alice Weisman called the meeting to order at 7:30 p.m. and read the Open Public Meeting Act Statement as follows:

“Written advance notice of this meeting has been given in accordance with law. Minutes of this meeting are being kept by the Board Secretary and will be made available promptly 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.”

Members Present: Paul Connolly, Stu Dolgon, Suzann Fallon, Bonnie Fayer, Bob Laverty, Susan Lloyd, Kennedy Paul and Alice Weisman

Members Absent: Bruce Ettman

Also Present: Dr. Thomas F. Butler, Interim School Superintendent
Kurt Stumbaugh, Business Administrator/Board Secretary
David Coates, Board legal counsel

Fire Code Compliance: Ms. Weisman made the following announcement: “In compliance with the fire code of the State of New Jersey, I call your attention to the emergency exit for this room, which is located.....” (Ms. Weisman pointed to the emergency exit.)

ITEM 2. PLEDGE OF ALLEGIANCE

The Board president asked those present to join in the pledge of allegiance to the flag.

ITEM 3.A APPROVAL OF AGENDA

Having read the material received, Mr. Laverty moved, seconded by Ms. Fallon, to approve the agenda. On a roll call vote, motion to approve was carried unanimously.

ITEM 3.B RESOLUTION FOR CLOSED SESSION

Mr. Laverty 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 February 8, 2010. These closed sessions concern: Personnel matters, Litigation, Contract matters, and Attorney /Client Privilege. Minutes will be available in accordance with Board policy when the need for confidentiality no longer exists.

On a roll call vote, Motion to approve was carried unanimously.

ITEM 4. FIRST READING OF BOARD POLICIES

The following policies are being submitted to the Board for First Reading:

- Policy 2415.03 – Highly Qualified Teachers (Revised)
- Policy 2423 – Bilingual and ESL Education (Revised)
- Policy 2560 – Live Animals in School (Revised)
- Policy 3126 – Provisional Teacher Program (Revised)
- Policy 3240 – Professional Development (Revised)
- Policy 3431.3/4431.3 – New Jersey’s Family Leave Insurance Program (New)

Policy 2415.03 – Highly Qualified Teachers (Revised)

The No Child Left Behind Act (NCLB) of 2001 required all teachers to be or become highly qualified in the core academic content area(s) they teach. Strauss Esmay’s Policy Guide 2415.03 was very specific as to the initial process for a teacher to demonstrate their “highly qualified” status. Many of the original timelines for teachers to become highly qualified have passed; therefore, a new Policy Guide 2415.03 has been developed removing the initial qualification procedures and timelines. This new Policy Guide 2415.03 should replace the existing Policy Guide 2415.03. The new Policy Guide does not include all the detailed requirements as we expect requirements will be revised again when NCLB is reauthorized.

Policy Guide 2415.03 is **MANDATED**

Policy 2423 – Bilingual and ESL Education (Revised)

Policy and Regulation Guides 2423 have been updated and revised to be consistent with the updated Administrative Code - N.J.A.C. 6A:15-1.1 through 6A:15-1.16. These minor revisions include updated terminology and several new standards and practices. The Regulation Guide includes a new definition section in the beginning of the Guide. This Policy is not required by statute or code; however, a district is mandated to offer bilingual education programs. The Policy and Regulation Guides provide guidance to the school administration on requirements in implementing the district’s bilingual education programs.

Policy Guide 2423 is **MANDATED**
Regulation Guide 2423 is **MANDATED**

Policy 2560 – Live Animals in Schools (Revised)

Policy and Regulation Guides 2560 have been updated and revised to be consistent with N.J.S.A. 18A:35-4.25 regarding refusal to participate in certain activities related to animal dissection. A pupil may refuse to participate in certain instructional activities as defined in the updated Guides and the district is required to offer an alternative educational project.

Policy Guide 2560 is **RECOMMENDED**
Regulation Guide 2560 is **RECOMMENDED**

Policy 3126 – Induction Program for Provisional Teachers (Revised)

The entire chapter, N.J.A.C. 6A:9-8 – Requirements for Instructional Certificates, and specifically the requirements for the provisional certificate, the state-approved district training program, and the local mentor plan have been revised. New Policy and Regulation Guides 3126 have been developed and should replace the district’s existing Policy and Regulation 3126 as the new Guides are more detailed and aligned with the current Administrative Code.

Policy Guide 3126 is **RECOMMENDED**
Regulation Guide 3126 is **RECOMMENDED**

Policy 3240 – Professional Development (Revised)

Policy and Regulation Guides 3240 have been revised to incorporate the professional development requirements of recently adopted N.J.A.C. 6A:13-2 – Standards-Based Instructional Priorities, specifically the requirements outlined in N.J.A.C. 6A:13-2.1(b). In addition, these Guides were revised to include the approval and reporting requirements of the new travel regulations outlined in N.J.A.C. 6A:23A-7 – School District Travel Policies and Procedures.

Policy Guide 3240 is **MANDATED**
Regulation Guide 3240 is **RECOMMENDED**

Policy 3431.3/4431.3 – New Jersey’s Family Leave Insurance Program (New)

New Jersey’s Family Leave Insurance program is a new state program where employees on an approved New Jersey Family Leave may be eligible for up to six weeks of family leave paid insurance benefits from the state of New Jersey. School districts’ obligations under this program are limited to notifying employees of the program, posting notice of the program, and complying with the state’s requirement for information upon an employee’s application for benefits. Policy Guides 3431.3 and 4431.3 have been developed outlining the employee’s and the district’s responsibilities regarding this state program. The only option in the policy is whether the Board will require an employee to use up to ten workdays of earned time, excluding sick time, in connection with a period of paid leave from the New Jersey Family Leave Insurance Program. This option does not relieve the Board of any time-off provisions of a collective bargaining agreement. A district considering this option should have their Board Attorney review the option and determine whether the option needs to be negotiated with local associations. This state-paid leave program may have a significant impact on the amount of New Jersey Family Leave requested by school district employees.

Policy Guide 3431.3 is **RECOMMENDED**
Policy Guide 4431.3 is **RECOMMENDED**

Discussion: Policy 2560 was discussed and there was some concern over the wording/language of the policy. It is recommended to have two policies: one for live animals and one for experiments/dissecting. Administration will provide background on 2560 and report back to the Board. It was decided that Policy 2560 be removed from Item 4.

Mr. Lavery moved seconded by Ms. Lloyd to approve the submitted policies for second reading (excluding policy 2560 which was removed from the roll call vote as it needs further review.)
On a roll call vote, motion to approve was carried unanimously.

ITEM 5. ANNOUNCEMENTS

Dr. Butler commended student Megan Bilansky of HHS who was selected to the NJ All State Band for alto clarinet. Students who are recognized for their achievements will be invited to meet the Board sometime in the late spring.

The National Council of Teachers of English honored the RED INK Kreps magazine by bestowing its award of excellence. Kudos to all involved.

Per article in Trenton Times, Dr. Butler commended former student Simon Gordinov who won a Churchill scholarship to go to Cambridge University in England.

Transportation committee of the Board is in preliminary discussions on issues of student population at the different schools and ways to balance those populations. It probably won’t be until sometime in late April before we can provide the Board with some firm recommendations.

The 2010-11 budget at this point is just under CAP assuming the State aid is same as last year. May be reduced. Tax Levy Cap may be also be reduced from 4%. Not ready to publicly come out and talk about the budget due to this waiting game and waiting for Governor to tell us what our state aid will be.

ITEM 6. FIRST OPPORTUNITY FOR PUBLIC COMMENT

No one spoke.

ITEM 7. FIRST OPPORTUNITY FOR BOARD MEMBERS' COMMENTS

Ms. Fallon commended the director and students of the Kreps school show for doing a great job.

ITEM 8. EXECUTIVE SESSION

The Board went into closed session

ITEM 9. MOTION TO APPROVE ROUTINE ITEMS BY EXCEPTION

- A. Staffing with addendum (and Schedule A)
- B. Emergent Hiring
- C. Professional Services
- D. Out of District Placement
- E. Travel Related Expenses
- F. Spring Sports Schedule for HHS and MHK
- G. Volunteer
- H. Twentieth Year Reunion Committee of HHS Class of 1989 Scholarship
- I. Field Trips
- J. 2010 School Election Districts & Polling Locations
- K. Joint Transportation Agreements with Robbinsville Public Schools
- L. Approval of Minutes – January 20, 2010 and January 25, 2010
- M. Board Secretary’s Report - December, 2009
- N. Treasurer’s Report - December, 2009
- O. Transfer Report - December, 2009
- P. Bill List – February 8, 2010

9. A STAFFING as submitted with addendum (Schedule A) and revision

9. B EMERGENT HIRING

It is recommended that the Board of Education approve the submission of applications for emergent hiring pending completion of the criminal history background check to the County Superintendent for the following individuals(s):
Rosetta Morgan School Counselor
Andrea Porchiazzo School Psychologist

9. C PROFESSIONAL SERVICES

The special education department requires services of consultants to provide children with disabilities a free appropriate public education as defined by The Individuals with Disabilities Education Act (IDEA).

Name	Type of Service	Rate
Catapult Learning	Educational Evaluations	\$420.00 per evaluation

9. D OUT OF DISTRICT PLACEMENT

Approval is recommended for the following student placements:

Marie H. Katzenbach School for the Deaf

Tuition September 4, 2009 through June 30, 2010

1. Student #720347 Reg. \$43,452.00

MCSSSD-Elementary

Tuition February 2, 2010 through June 30, 2010

1. Student #850602 Reg. \$20,234.00

MCSSSD-High School

Tuition February 2, 2010 through June 30, 2010

1. Student #200069 Reg. \$20,234.00

MCSSD-Regional Day

Tuition January 4, 2010 through June 30, 2010

1. Student #202054 Reg. \$22,589.40

9. E TRAVEL RELATED EXPENSES

TRAVEL AND RELATED EXPENSES FOR BOARD APPROVAL FEB. 8, 2010					
ATTENDEE	LOCATION	DATE	CONFERENCE ATTENDING	TOTAL	YTD TOTAL
					\$21,807
Kathleen Natalizio	Admin	April 9 & 10, 2010	Foreign Language Educators of NJ Annual Spring Conference - Hamilton, NJ	210.00	
Kurt Stumbaugh	Admin	February 9, 2010	NJASBO - "Update FMLA/Workers Compensation & Payroll Practices & Procedures" Double Tree Hotel, Mt. Laurel, NJ	100.00	
Mindy Berman	EMK	May 19, 2010	NJTESOL/NJBE Spring Conference @ Double Tree Garden State Exhibit Center	109.00	
Ellen Gertel	MHK	July 3-6, 2010	American School Counselor Association Annual Conference - Boston, MA	325.00	
Matt Durstewitz	HHS Athletics	Feb 27, 2010	NJSIAA/NJ State Interscholastic Athletic Association 14th Annual Track & Field and Cross Country Coaches Clinic – Holmdel, NJ	80.00	
Diane Paternick	HHS Athletics	March 9, 2010	NJSCA Golf Coaches Clinic - Mercer Oaks Golf Course, West Windsor, NJ	80.00	
Susan Rodriguez	GNR	Feb. 18-19, 2010	Staff Development for Educators - Conference for NJ Pre-K teachers – Atlantic City	349.00	
Kathy Natalizio	Admin	May 18-19, 2010	NJTESOL/NJBE - Spring Conference - Double Tree & Garden State Exhibit Center, Somerset, NJ	189.00	
Daniel Chung	HHS Athletics	March 9, 2010	NJSIAA/NJ State Interscholastic Athletic Association - NJSCA Golf Coaches Clinic @ Mercer Oaks Golf Course, West Windsor,	70.00	
Milagros Roux	GNR	May 18, 2010	NJTESOL/NJBE - Spring Conference - Double Tree & Garden State Exhibit Center, Somerset, NJ	109.00	
Amy Kramer	HHS	Feb. 24 - 26, 2010	CTR For Simulated Business Services/MCCC - Business Practice Firm Orientation & Training	550.00	
Justin Toomey	HHS	January 29-30, 2010	College Board AP Music Theory Workshop - Philadelphia, PA	350.00	Approved by Sam Stewart, County Supt. For past date.

Total: 2,521.00

9. F SPRING SPORTS SCHEDULE FOR HHS AND MHK

Board approval is recommended for the Spring Sports Schedules for Melvin H. Kreps Middle School and Hightstown High School as submitted.

9. G VOLUNTEERS

The Board of Education approves all volunteers who serve in the East Windsor Regional School District. The following individual has offered to volunteer/chaperone at Hightstown High School:

Kelly Murphy – Assistant Softball Coach

9. H TWENTIETH YEAR REUNION COMMITTEE OF HHS CLASS OF 1989 SCHOLARSHIP

The Twenty Year Reunion Committee of the Hightstown High School Class of 1989 would like to offer a one-time monetary award of \$500 each to two graduating seniors in the Hightstown High School Class of 2010 – one male and one female. The award would be given to the two seniors who present the best written essay using the theme “Pay it Forward”. The judging will be handled jointly by reunion committee members as well as current staff of HHS which the committee will select.

The proposed scholarships will be presented at the Senior Awards Night in June 2010.

9. I FIELD TRIPS APPROVAL

Field Trips planned for Hightstown High School:

- Feb. 25, 2010 US History II Holocaust Museum, Washington, D.C.
- March 5, 6, & 7, 2010 First Robotics Team-Sun National Bank Center - 81 Hamilton Ave. Trenton, NJ

9. J 2010 SCHOOL ELECTION DISTRICTS & POLLING LOCATIONS

*Polls will be open on April 20, 2010 from 2:00 p.m. to 9:00 p.m.

<u>School Election District</u>	<u>Regular Election District</u>	<u>School Election Location</u>
District 1	Hightstown 1, 2, 3	St Anthony of Padua Church - Gymnasium
District 2	East Windsor 1, 7	Melvin H. Kreps School - New Gym (rear)
District 3	East Windsor 10, 11	Ethel McKnight School - New Gym (rear)
District 4	East Windsor 5, 13, 14	Melvin H. Kreps School - New Gym (rear)
District 5	East Windsor 9, 12, 15, 16	Drew School - Instrumental Music Room
District 6	Hightstown 4	St. Anthony of Padua Church - Gymnasium
District 7	East Windsor 3	Meadow Lakes Auditorium
District 8	East Windsor 4, 8	Melvin H. Kreps School - New Gym (rear)
District 9	East Windsor 2, 6	East Windsor PAL Office

School/Location /Addresses:

Hightstown High School 25 Leshin Lane Hightstown, NJ 08520	Melvin H. Kreps School 5 Kent Lane East Windsor, NJ 08520	Ethel McKnight School 58 Twin Rivers Drive South East Windsor, NJ 08520
Perry L. Drew School 70 Twin Rivers Drive North East Windsor, NJ 08520	Meadow Lakes 300 Meadow Lane Hightstown, NJ 08520	East Windsor Police Athletic League (EWPAL) 30 Airport Road East Windsor, NJ 08520
St. Anthony of Padua Church 156 Maxwell Avenue Hightstown, NJ 08520		

9. K JOINT TRANSPORTATION AGREEMENTS WITH ROBBINSVILLE PUBLIC SCHOOLS

BE IT RESOLVED that the East Windsor Regional School District Board of Education approves the following joint transportation agreement with the Robbinsville Public School District.

Robbinsville Public School District will be the Host District for the following route:

<u>HOST DISTRICT</u>	<u>SCHOOL</u>	<u>ROUTE</u>	<u>COST</u>
Robbinsville Public Schools	New Grange	# NGAT	
			(\$70.00 per diem for 25 days – Dec. 15, 2009 to Jan. 29, 2010)
			(\$46.33 per diem for last 96 days - Feb. 1, 2010 to June 30, 2010)
			\$1,750.00
			\$4,447.48

9. L APPROVAL OF MINUTES FOR JANUARY 20th & 25th 2010

As submitted. Copies on file in Board Secretary’s office and on District website.

9. M BOARD SECRETARY’S REPORT DECEMBER, 2009

WHEREAS, the Board of Education has received the report of the Board Secretary and Treasurer for the month of December, 2009 submitted pursuant to N.J.S.A 18A:17-9, and

WHEREAS, in compliance with N.J.A.C. 6:20-2A.10 (d) the Secretary has certified that, as of the date of the reports, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district Board of Education;

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

Approval of the Board Secretary’s report as submitted for period ending December 31, 2009.

9. N TREASURER’S REPORT DECEMBER, 2009

The Report of the Treasurer of School Monies for the month of December, 2009 is submitted for Board approval. The Treasurer’s report is in agreement with the Board Secretary’s report. It is recommended that the Board of Education approve the Treasurer of School Monies report for the period ending December 31, 2009 as submitted.

9.O TRANSFER REPORT DECEMBER, 2009

All Budget Transfers must be properly recorded, documented and approved by the Board of Education. The School Business Administrator of the East Windsor Regional School District certifies to the best of his knowledge that no major account or fund has been over expended in violation of N.J.A.C. 6A:23-1.11 and that sufficient funds are available to meet the District’s financial obligations for the remainder of the fiscal year.

RESOLVED, that the East Windsor Regional Board of Education ratifies the attached transfers between budget line items approved by the School Business Administrator as submitted pursuant to Board policy and State regulation.

9.P BILL LIST – FEBRUARY 8, 2010

The Bill and Claims Report must be approved by the Board of Education before being submitted for payment.

RESOLVED: that the Board of Education approves the payment of bills and claims in the amount of **\$1,958,844.78** as submitted in the attached report.

Mr. Lavery moved, seconded by Ms. Fallon to approve the routine items by exception. On a roll call vote motion to approve was carried unanimously.

Mr. Lavery moved, seconded by Ms. Fallon to approve Staffing addendum – Schedule A as submitted. On a roll call vote, motion to approve was carried unanimously.

ITEM 10. SECOND OPPORTUNITY FOR PUBLIC COMMENT

No one spoke.

ITEM 11. SECOND OPPORTUNITY FOR BOARD MEMBERS' COMMENTS

No one spoke.

ITEM 12. EXECUTIVE SESSION

The Board went into its second closed session.

ITEM 13. OPEN SESSION

ITEM 14. ADJOURN

Kurt Stumbaugh, Board Secretary