

## **MINUTES of the REGULAR MEETING on APRIL 25, 2016**

The Board of Education of the East Windsor Regional School District, Hightstown, NJ, held a regular meeting on Monday, April 25, 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, Bertrand Fougnes (7:33 p.m.), Lilia Gobaira, Christine Harrington, Tracy Healy, Robert Laverty, Kennedy Paul, Alice Weisman

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

**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 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, APRIL 25, 2016. These closed session's concern:

1. Personnel-Employee Matters
2. Student Matters-Bullying
3. Negotiations

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. PRESENTATION: OVERVIEW OF STUDENT SERVICES – DAVID ROE, DIRECTOR OF STUDENT SERVICES**

Mr. Roe provided to the Board a comprehensive overview of the Special Education process.

Using a power point presentation, some of the topics covered were:

- Increased and improved communication with parents
- Classification categories and determination of student placement
- Determination of student placement
- Comparisons with other district (budget, classification rate, tuition)
- Out of district placement in public and private schools
- Integrated preschool program
- Transition process
- Co-teaching classroom
- Child Study Team and professional service providers
- Home instruction process

The entire presentation has been posted for review on the District website.

##### Discussion:

The Board thanked Mr. Roe for his presentation.

Ms. Harrington commended Mr. Roe on a very comprehensive presentation; completely on point and very data driven. Proud of the leadership we have in the district and the collaborative work that is going on.

#### **5. FIRST OPPORTUNITY FOR PUBLIC COMMENT**

Kenneth Cohen of East Windsor spoke on the Kreps Band performance at Trenton Thunder game; a lot of parents came to support the kids. Thanked the Board for passing the PARCC Test/Graduation Requirement Resolution and noted his concern for the lack of enough chromebooks for students to use. He also commended Mr. Roe on his special education presentation. It far exceeded anything he has seen before.

Wendy McDade of Hightstown shared with the Board on the very difficult time she had to get her child evaluated by the Child Study Team. We need to make sure that parents get the support they need when in this situation. Her son has been placed and she is thrilled with the program he is in and he is doing very well.

Beverly Asselstine of Hightstown noted that she was formerly a special education parent in the District and went through a similar experience. What helped was getting involved in the District Special Education Parent Advisory Group. She complimented Mr. Roe on his excellent presentation.

#### **6. FIRST OPPORTUNITY FOR BOARD MEMBERS COMMENTS**

Ms. Weisman thanked the parents this evening for sharing their comments.

#### **7. SUPERINTENDENT'S REPORT**

Dr. Katz spoke on the NJDOE graduation requirements. Some seniors did not meet all the criteria for graduation. They were able to submit a portfolio to the Department of Education for graduation; and he was pleased to say that all of them have been approved who did not meet all other criteria for graduation. This took a tremendous amount of work by everyone involved, and thanked the staff and students for their effort.

#### **8. EXECUTIVE SESSION**

The Board went into closed session at 8:15 p.m.

Return to Open Session: 9:30 p.m.

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

Ms. Harrington commented on the recent tragic death of the Robbinsville Superintendent. She noted the traumatic effect it has had on the students, staff and community.

**10. SECOND OPPORTUNITY FOR PUBLIC COMMENT – no one spoke****11. MOTION TO APPROVE ROUTINE ITEMS BY EXCEPTION****Action:**

Mr. Connolly moved, seconded by Mr. Paul to approve the routine items listed below, by exception.

**A. Staffing:** listed at end of minutes.

**B. Bullying Report:** as discussed in closed session on April 11, 2016

**C. Travel and Related Expenses**

					2015-16
BALANCE FORWARD					\$59,191.86
NAME	DEPT/SCHOOL	DATE	EVENT	PER PERSON/ EVENT	TOTAL
A. Katz	Student Services	May 24, 2016	Registration to attend Introduction to Functional Behavioral Assessments, Bordentown, NJ	129.00	129.00
M. James M. Mullen L. Heller J. Kudish L. Woods K. McLaughlin D. Villavicencio S. Klein R. Emison* M. Peterson*	HHS	June 3, 2016	Nineteen (19) registrations to attend TESOL, New Brunswick, NJ  *5 out of 19 paid with Title III Funds	264.00	5016.00
T. Caceres * S. Shafi* K. Efendiev* C. Rice M. Meagher	MHK	June 1, 2016	Nine (9) registrations to attend TESOL, New Brunswick, NJ  *5 out of 9 paid with Title III Funds	264.00	2,376.00
M. James M. Peterson M. Gonzalez C. Warren A. Hoefener C. Edwards K. Goff G. Lee D. Villavicencio J. Ellis	HHS	June 3, 2016	Nineteen (19) anticipated parking/expenses to attend TESOL, New Brunswick, NJ	18@ 13.00  1@32	266.00
T. Caceres S. Shafi K. Efendiev C. Rice M. Meagher	MHK	June 1, 2016	Nine (9) anticipated parking/expenses to attend TESOL, New Brunswick, NJ	8@ 13.00  1@31.02	135.02

H. Gladkowski	GNR	June 2, 2016	Registration to attend TESOL, New Brunswick, NJ	264.00	264.00
H. Gladkowski	GNR	June 2, 2016	Anticipated expenses to attend TESOL, New Brunswick, NJ	65.00	65.00
D. Roe	Student Services	June 22 & 24, 2016	Registration to attend Special Education Law Symposium, Bethlehem, PA	590.00	590.00
D. Roe	Student Services	June 22 & 24, 2016	Anticipated expenses to attend Special Ed.Law Symposium, Bethlehem, PA	108.90	108.90
D. Shunk	HHS	April 27-29, 2016	Anticipated expenses to attend Central PA Consortium College Tour (no charge for tour)	125.30	125.30
S. Tafone D. Torres	Student Services	May 10-13, 2016	Two (2) registrations to attend CPI Nonviolent Crisis Intervention Training Program, Edison, NJ	2810.00	5620.00
S. Tafone	Student Services	May 10-13, 2016	Anticipated expenses to attend CPI Nonviolent Crisis Intervention Training Program, Edison, NJ	54.51	54.51

4/25/16 Total	\$ 14,749.73
Sub Total	\$ 73,941.59
Adjustments	-176.28
YTD Total	\$ 73,765.31
Maximum expenditure for 2015-16	\$ 85,359.00

**D. Field Trip Locations**

Purpose of Trip:

TBA - Spring 2016 HHS French Club – Peg Romans  
 NYC Broadway Show – Les Miserables  
 Imperial Theatre, 249 W. 45<sup>th</sup> Street New York, NY

After school activity: to allow students to explore/experience NYC/Broadway.

TBA - Week of 5/23 or 5/30  
 HHS French 4 Honors & 5 AP Classes-Peg Romans  
 Maison Kayser (Breakfast) 2161 Broadway, New York, NY  
 Tour of the Cloisters 99 Margaret Corbin Drive, New York, NY  
 Lunch – pick up sandwiches en route to MOMA  
 Museum of Modern Art-11 W. 53rd Street NY, NY  
 French Institute/Alliance Francaise -22 East 60<sup>th</sup> Street, NY, NY  
 Deux Amis (Dinner) 356 East 51<sup>st</sup> Street, New York, NY

Educational Goal of Trip: to give students the opportunity to experience first-hand topics covered/studied in class: Medieval Art, Impressionism, Modern Art, French Cuisine, and French Theater.

**E. Approve Perkins Amendment for FY 15-16**

The Perkins Amendment will reallocate the necessary funding for educational programs to meet the needs of students taking part in Perkins approved activities during the 2015-2016 school year including: provide the necessary funding for educational supplies, including Laptops, to meet the needs of our students Capstone projects in the Perkins approved programs.

The amendment will read:

Function/Object	Total Amount
100-300	\$600
100-600	\$23,163
200-100	\$2,125
200-200	\$163

**F. 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	P.O. #
Mercer County Special Services School District	Nurses Transportation	Per fee Schedule	\$85.00 per day	16-03064
Rutgers University Behavioral Healthcare	Bedside Instruction	Per fee Schedule	Increase P.O. \$4,000.00	B16-01719
Silvergate Prep	Bedside Instruction	Per fee Schedule	Increase P.O. \$8,000.00	B16-01701

**G. Out of District Placements in Public and Private Schools**

- **Academy Learning Center**

Additional Tuition February 24, 2015 through June 30, 2016

1. Student: #720431 Physical Therapy \$ 907.50

- **Collier High School**

Tuition April 4, 2016 through June 22, 2016

1. Student: #720436 RSY \$ 16,240.00

- **Rock Brook School**

Tuition April 4, 2016 through June 23, 2016

1. Student: #103215 RSY \$ 17,312.94

**H. MINUTES OF MARCH 21, 2016 MEETING** – as submitted; posted on District website

**I. RESOLUTION AUTHORIZING THE USE OF AWARDED VENDORS THROUGH STATE CONTRACT**

**Background:** Pursuant to N.J.S.A. 18A:18A-10a and N.J.A.C. 5:34-7.29(c), the District may by resolution, and without advertising for bids, purchase goods or services under the State of New Jersey Cooperative Purchasing Program for any State Contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury. It is prudent to approve by resolution that the East Windsor Regional School District Board of Education may enter into contracts with the referenced State Contract Vendors through the attached **resolution** with properly executed contracts, which shall be subject to all the conditions applicable to the current State Contracts.

**WHEREAS**, the East Windsor Regional School District Board of Education, pursuant to N.J.S.A. 18A:18A-10a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State Contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

**WHEREAS**, the East Windsor Regional School District Board of Education has the need on a timely basis to purchase goods and services utilizing State Contracts; and

**WHEREAS**, the East Windsor Regional School District Board of Education may enter into contracts with the referenced State Contract Vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State Contracts,

**NOW, THEREFORE, BE IT RESOLVED**, the East Windsor Regional School District Board of Education authorizes the Purchasing Agent to purchase certain goods or services from those approved New Jersey State Contract Vendors as listed below for the 2015/2016 school year pursuant to all conditions of the individual State Contracts; and

**BE IT FURTHER RESOLVED**, that Paul M Todd, Board Secretary shall certify to the availability of sufficient funds prior to the expenditure of funds for such goods or services; and

**BE IT FURTHER RESOLVED** that the expiration date of the contracts between the East Windsor Regional School District Board of Education and the referenced State Contract Vendors not to exceed the amounts stated shall be as follows:

Vendor	Contract Number	NJ State Contract Expiration Date	Commodity / Service	Amount Not To Exceed
<i>DELL Marketing LP</i>	7/1/15 to 9/ 30/15: WN88ABZ WSCA 70256	9/30/2015	Chromebooks and Carts	\$800,000
	10/1/15 to 6/30/16: WN23AGW WSCA 89967	3/31/2017		

**J. BILL LIST FOR APRIL 25, 2016 IN THE AMOUNT OF - \$705,244.35**

**VOTE:** On a roll call poll of the Board, with all members present voting yes, motion to approve routine agenda items was carried unanimously.

**12. Executive Session: not needed**

**13. Adjourn**

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

*(Staffing Item: last page) >*

Name	Action	Position	Loc.	Step	Salary	Date Effective	Date End	Certification and or Explanation
Borg, Jennifer	Appoint	Turning Pt. Lead Instr.	CS	1	\$19.20	TBD	6/30/16	Pending clearance
Pollard-Torres, Leticia	Appoint	Educational Asst.	HHS	1	\$24,149	4/26/16	6/30/16	From Turning Pt. Inst.
Baniowski, Christine	Appoint/LOAR	Teacher - Elementary	PLD	1-BA	\$57,492	TBD	6/30/16	Pending clearance Teach of Stud w/DIs (CEAS) for employee # 5668
Jablonski, Carol	Extra pay	Secretary-Conf	Admin		\$218.04 per diem		6/30/16	Sell back 2 vacation days
Bucci, Robert	Extra pay	Parent Night Presenter	EMK		\$37/hr		6/30/16	
Contreras, Gretchen	Extra pay	Hombound Instructor	SS		\$45/hr	9/1/16	6/30/17	
Flesca, Lori	Extra pay	Hombound Instructor	SS		\$45/hr	9/1/16	6/30/17	
Grelis, Doris	Extra pay	Hombound Instructor	SS		\$45/hr	9/1/16	6/30/17	
Heilweil, Graham	Extra pay	Hombound Instructor	SS		\$45/hr	9/1/16	6/30/17	
Heller, Linda	Extra pay	Hombound Instructor	SS		\$45/hr	9/1/16	6/30/17	
Hernandez, Wilson	Extra pay	Hombound Instructor	SS		\$45/hr	9/1/16	6/30/17	
Inglisa, Lora	Extra pay	Hombound Instructor	SS		\$45/hr	9/1/16	6/30/17	
Klein, Sherry	Extra pay	Hombound Instructor	SS		\$45/hr	9/1/16	6/30/17	
Kisko, Taryn	Extra pay	Hombound Instructor	SS		\$45/hr	9/1/16	6/30/17	
Lankford-Byrnes, Susan	Extra pay	Hombound Instructor	SS		\$45/hr	9/1/16	6/30/17	
Leventhal, Samara	Extra pay	Hombound Instructor	SS		\$45/hr	9/1/16	6/30/17	
McCarten, Suzan	Extra pay	Hombound Instructor	SS		\$45/hr	9/1/16	6/30/17	
Schupak, Ellen	Extra pay	Hombound Instructor	SS		\$45/hr	9/1/16	6/30/17	
Tanikawa-Brown, Lisa	Extra pay	Hombound Instructor	SS		\$45/hr	9/1/16	6/30/17	
Taitt, Patricia	Extra pay	Hombound Instructor	SS		\$45/hr	9/1/16	6/30/17	
Tomasello, Nichole	Extra pay	Hombound Instructor	SS		\$45/hr	9/1/16	6/30/17	
Vogel, Jennifer	Extra pay	Hombound Instructor	SS		\$45/hr	9/1/16	6/30/17	
Yi, Christina	Extra pay	Hombound Instructor	SS		\$45/hr	9/1/16	6/30/17	
Fishberg, Libby	Extra pay	Hombound Instructor	SS		\$45/hr	9/1/16	6/30/17	Out of district
Josephson, Jodi	Extra pay	Hombound Instructor	SS		\$45/hr	9/1/16	6/30/17	Out of district
Kenny, Diane	Extra pay	Hombound Instructor	SS		\$45/hr	9/1/16	6/30/17	Out of district
Miller, Mary Kay	Extra pay	Hombound Instructor	SS		\$45/hr	9/1/16	6/30/17	Out of district
Shaffer, Kathleen	Extra pay	Events	HHS		\$37 per event		6/30/16	
Wolkiewicz, George	Extra pay	Events	HHS		\$37 per event		6/30/16	
Muscatello, Christine	Extra pay	Events	HHS		\$37 per event		6/30/16	
Jeros, Ethan	Extra pay	Events	HHS		\$37 per event		6/30/16	
Employee #4785	LOA					4/18/16	TBD	Paid administrative leave
Employee #5296	LOA					9/1/16	6/21/17	SD 9/1-10/24, NJLA 10/25-1/20/17, Unpaid 1/23-6/21
Employee #5434	LOA					4/12/16	6/22/16	SD-PD 4/12-6/10, SD minus sub pay 6/13-6/22
Employee #5434	LOA					9/1/16	11/30/16	NJFLA 9/1-11/18, Unpaid 11/21-11/30
Employee #5567	LOA					9/1/16	1/31/17	SD 9/1-10/24, NJFLA 10/25-1/20/17, Unpaid 1/23-1/31/17
Employee #5668	LOA					4/15/16	6/22/16	SD-FI 4/18-6/1, SD minus sub pay 6/2-6/15, NJFLA 6/16-6/22/16
Employee #5668	LOA					9/1/16	10/7/16	NJFLA 9/1-10/7/16
Employee #5878	LOA					9/26/16	2/3/17	SD-PD 9/26-11/4, NJFLA 11/7-2/3/17
Keener, Lauren	Resigned	LEPK Instructor	PLD				3/21/16	Accepted a teaching position
Koutouzos, Carole	Resigned	Bus Driver	Transp				6/30/16	Accept resignation w/anticipated retirement effective 6/30/16 (Yrs: 13)
Perez, Rita	Resigned	LEPK Instructor	GNR				3/21/16	Accepted a teaching position
Pollard-Torres, Leticia	Resigned	Turning Pt. Inst.	CS				4/25/16	Accepted another position in the district
Russell, Elizabeth	Resigned	Teacher - Elementary	WCB				6/30/16	Accept resignation w/anticipated retirement effective 6/30/16 (Yrs: 23 corrected)
Tiedemann, Michele	Resigned	Supervisor	SS				6/12/16	Accepted another position

Attached Job Description: Occupational Therapist & Physical Therapist