

**EAST WINDSOR REGIONAL SCHOOL DISTRICT BOARD OF EDUCATION  
MINUTES of the REGULAR MEETING on FEBRUARY 23, 2015**

The Board of Education of the East Windsor Regional School District, Hightstown, NJ, held a regular meeting on **FEBRUARY 23, 2015** at 7:30 p.m. in the Hightstown High School Cafeteria located at 25 Leshin Lane, Hightstown, NJ

**Members Present:** Pete Bussone, Tracy Carroll, Paul Connolly, Bertrand Fougnyes, Christine Harrington, Robert Laverty, and Alice Weisman

**Member(s) Absent:** Lilia Gobaira, Kennedy Paul

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

**1. WELCOME/SUNSHINE NOTICE**

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

**2. PLEDGE OF ALLEGIANCE**

**3. A. APPROVAL OF AGENDA**

Mr. Connolly moved seconded by Mr. Fougnyes; that having read the material received, the Board approve the agenda with the following revision: Item 10 will be the first Executive Session, and Item 12 will be Discussion of Full Day Kindergarten.

Vote: On a roll call poll of the Board, Motion to approve was carried unanimously with 7 'yes' votes

**B. RESOLUTION: EXECUTIVE SESSION**

Mr. Connolly moved, seconded by Mr. Fougnyes, 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 23, 2015.

These closed sessions concern:

1. Student Matters – Bullying
2. Superintendent Search
3. Full Day Kindergarten
4. Attorney Client Privilege
5. Legal Matter - Settlement

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

- Vote: On a roll call poll of the Board, Motion to approve was carried unanimously with 7 'yes' votes.

**4. RECOGNITION: SUZANN FALLON**

Ms. Weisman and the Board recognized the service of retired board member, Suzann Fallon and presented a plaque in her honor. The plaque reads: To Suzann Fallon, In Grateful Recognition for your Outstanding Dedication and Integrity while Honorably Serving as Member of the East Windsor Regional School District Board of Education for Four Consecutive Terms; from April, 2002 to August, 2014. On a personal note, Ms. Weisman added that she and Ms. Fallon started on the Board together and it was a pleasure to serve alongside her.

**5. PUBLIC HEARING: BOND REFUNDING ORDINANCE**

Mr. Ron Ianole, Esq. of the firm McManimon, Scotland and Bauman, L.L.C. (District Bond attorney), presented to the Board and public, an explanation of the procedure for the District's refunding of a 2005 bond. He noted that the Board will be approving a resolution to this effect authorizing the sale of the bond. It is in the best interest of the District to refinance at this time as there is the potential to save the District about \$167,000 depending on the interest rate at closing. As this was a public hearing, Ms. Weisman opened the forum to the public and Board for any comments and questions. After discussion, Ms. Weisman closed the public hearing.

**6. PRESENTATION: UPDATE ON STATE MANDATES**

Mr. Michael Dzwonar, Assistant Superintendent for Curriculum and Assessment, spoke on the upcoming PARCC testing. He shared with the Board how we are preparing for dealing with issues and prepping for the assessment. He noted the goal is minimal obstruction to the academic day and to protect instructional time for the students. Our teachers have been trained in dealing with the 100 plus error codes that can occur.

**7. FIRST OPPORTUNITY FOR BOARD MEMBERS' COMMENTS**

Ms. Harrington congratulated the 13 high school DECA (Distributive Education Clubs of America) students who competed in the central region competition and are moving on to the State level.

Ms. Carroll spoke on a family she knows in the community who had a house fire. She expressed her thanks to all who responded to assist this family. She was very impressed and touched by it.

Mr. Bussone thanked Mr. Dzwonar for his presentation on the PARCC testing.

Ms. Weisman also thanked and commended the staff and administration with their efforts in making PARCC testing go smoothly. We appreciate all your hard work.

**8. FIRST OPPORTUNITY FOR PUBLIC COMMENT**

No one spoke

**9. PRESENTATION & PUBLIC HEARING ON VIOLENCE AND VANDALISM and HIB DATA FOR FIRST REPORTING CYCLE OF THE 2014-15 SCHOOL YEAR**

Mr. Mark Beckman, Student Services Supervisor and District HIB Coordinator, presented to the Board on this topic. He was pleased to inform the Board that the numbers were down this year and spoke on the efforts of staff to work together to emphasize our programs and support character education. We have seen tremendous gains in the lessening of HIB (harassment, intimidation, bullying) reports.

**10. EXECUTIVE SESSION**

The Board went into closed session.

**11. ANNOUNCEMENTS**

Dr. Baker made the following announcements:

- Our new science labs construction has fallen behind due to weather conditions. The elevators are on schedule.
- As of now, 40 students have opted out of the State testing.

- We have about 30 candidates for the Athletic director position. This person will be responsible for evaluating the K-12 Health and Physical Education teachers.
- Met with the Executive Director of the Regional Assessment Center. Ethel McKnight and Walter C. Black are our focus schools and both have made growth

## 12. DISCUSSION: FULL DAY KINDERGARTEN

Dr. Baker commented that there are fiscal realities we have to consider with going to full day kindergarten. We need to further examine what the State requirements are for us to move forward.

## 13. SECOND OPPORTUNITY FOR BOARD MEMBERS COMMENTS

Ms. Weisman added her comments on the topic of full day kindergarten. She noted she would like to see it happen in our district and is an advocate. Sees it as a great benefit to the students, but unfortunately it is too risky under our current tight budget for this coming school year. We have to decide how and when we can achieve this. The idea of putting it up to for public referendum may be an option.

## 14. SECOND OPPORTUNITY FOR PUBLIC COMMENT - No one spoke.

## 15. MOTION TO APPROVE ROUTINE ITEMS BY EXCEPTION

**Action:** Mr. Connolly moved, seconded by Mr. Bussone, that having read and reviewed the materials received, the Board approve the listed routine agenda items as submitted.

**Vote:** On a roll call poll of the Board, motion to approve was carried unanimously with 7 ‘yes’ votes.

**A. Staffing** as submitted

**B. Bullying Report** as discussed during executive session at February 5, 2015 meeting

### C. Field Trips

5/19/15 Teen Pep – Day of Learning

Robert Wood Johnson Conference Center, 3100 Quakerbridge Road, Mercerville, NJ

### D. Overnight Field Trip FCCLA to Attend State Leadership Conference

The FCCLA Club of HHS would like to do an overnight trip to attend the 2015 NJ FCCLA State Leadership Conference. The Conference will take place on March 26-27, 2015 at Crown Plaza Hotel, Cherry Hill, NJ.

### E. Updated Information on the HHS World Language Exchange Overnight Trip to France

The World Language Exchange overnight field trip to Paris, France was BOE approved June 2, 2014. There have been some slight revisions which are listed below in an email from Peggy Romans, the organizer of the trip: There are some updates and changes for the Trip to France approved by the BOE on 6/2/2014.

1. The trip will take place from April 1-11, 2015 (originally April 2-12)
2. The itinerary in France has changed slightly – we will be spending the first night in Paris, the next 5 nights with the Family Stay in Metz and the last 3 nights in Paris. The change was made to make it possible for the students to go to school with their host families.
3. We will miss school on Thursday, April 2 and will possibly miss the last 30-60 minutes of school on Wednesday, April 1.
4. I am sending our flight information to Carlos in Transportation to arrange for buses to and from Newark Airport now that we have our preliminary flight information.

**F. HHS Art Department Contest Entry**

The Hightstown High School Art Department would like to enter a sneaker design contest sponsored by Vans Custom Culture. Art teacher Virginia Nardino was presented with the contest by one of her students and will be the coordinator. The company requires a school to enter, and HHS is seeking BOE approval to participate in the contest. The Grand Prize winner will receive \$50,000 for their high school art program and a chance for their designs to be sold in Vans’ retail stores. Runners up receive \$4,000 toward their schools.

**G. Donations to HHS**

- From J. Rupp Construction to FIRST Robotics

Ms. Valerie Rupp of J. Rupp Construction, 978 Windsor-Perrineville Rd., East Windsor, NJ 08520 would like to donate \$1,000 to the FIRST Robotics Team of Hightstown High School. The donation will be used for expenses incurred with the club and its competitions.

- From Hamilton Financial Group, LLC to the FIRST Robotics Team

Hamilton Financial Group, LLC, via Ms. Deanna Nash, 1540 Kuser Road, Suite A-4, Mercerville, NJ 08619 would like to donate \$200 to the FIRST Robotics Team of Hightstown High School. The donation will be used for expenses incurred with the club and its competitions.

- From Walmart to Freshman Orientation Picnic

Personnel Manager Ms. Kathy Coleman has facilitated a donation from Walmart, 839 Route 130, East Windsor, NJ 08520 of \$500.00 to the Hightstown High School Freshmen Orientation Picnic. The funds will be used to provide food, refreshments, and prizes for the event.

**H. New Non-paid Clubs:**

**1. National Honor Society-German**

Hightstown High School would like to start a new club entitled “National Honor Society – German” which would fall under the category of a non-paid extracurricular activity with a teacher advisor. The advisor will be Megan Peterson, one of the German teachers at HHS. The club’s direction will be to promote and recognize academic achievement and excellence in mastering the German language.

**2. Step Team Club at HHS**

Hightstown High School would like to start a new club entitled the “Step Team Club” which would fall under the category of a non-paid extracurricular activity with a teacher advisor. The advisor will be George Wolkiewicz, one of the business teachers at HHS. This club is a student initiative which would develop a Step Team who would practice all year and perform at HHS basketball games

**3. Spanish Movie Club at MHK**

The Melvin H. Kreps Middle School would like to start a new club entitled the “Spanish Movie Club” which would fall under the category of a non-paid extracurricular activity with a teacher advisor. The advisor will be Victoria Echeverri, one of the Spanish teachers at MHK. The club would entail age appropriate films in Spanish to help students develop their listening skills and enrich their vocabulary.

**I. New Co-Advisor for Gay Straight Alliance Club at HHS**

Hightstown High School would like recommend Kayla McLaughlin, one of their English teachers, to be co-advisor to the “Gay/Straight Alliance” club. The co-advisor position is non-paid.

**J. Articulation Agreements with Rubino Academy**

The East Windsor Regional School District sends students to the Thomas J. Rubino Academy. Board approval is requested for the articulation agreements for the 2014-2015 school year as submitted.

**K. Travel & Related Expenses**

Ellen Gertel	Guidance	Feb 19-20, 2015	Anticipated expenses to attend All Kids Can Succeed!, Cherry Hill, NJ	300.00	300.00
John Malta	Transp.	April 30, 2015	Registration to attend STS NJ Annual	125.00	250.00

S. Wilson			Conference, Atlantic City, NJ		
I. Reitano S. Schaible	Transp.	April 30-May 1, 2015	Registration to attend STS NJ Annual Conference, Atlantic City, NJ	325.00	650.00
J. Nelson	HHS	Feb 27, 2015	Reg. to attend Ten Activities With Technology That Will Transform Your Classroom, Hamilton, NJ	115.00	115.00
D. Feaster R. Ridge M. Dzwonar	Admin	Feb 27, 2015	Three registrations to attend Putting Data to Work for You, Monroe, NJ (Pre-paid-Type 10 subscription)	0	0
Monthly Total					\$1315.00
YTD Total					\$36,337.30

**L. Approve Digital Photo Imaging 2 Curriculum**

Photography courses have been offered to students at Hightstown High School for decades. The courses have evolved over the years to keep pace with the rapidly changing technical environment as we moved from darkrooms to digital point and shoot cameras. The ubiquity of recordable devices and the increasingly sophisticated and complex software that is routinely used to capture and create memorable images make everyone a photographer. Our Digital Photography course is routinely filled to capacity and students have expressed a desire to further explore the technology and their talents in an advanced class. Accordingly, the Digital Photo Imaging 2 course was created and the curriculum is hereby submitted for Board approval.

**M. Approval of New Supplemental Resource for HHS Business Practice Firm Class**

The Hightstown High School business department is seeking approval of a new supplemental resource, *BUSINESS MANAGEMENT (13<sup>th</sup> Edition)*, by South-Western Cengage Learning 2013 as the new core resource for the Business Practice Firm class.

**N. Application for United Way Club Connect Adopt a School Program**

The United Way Club Connect Adopt-A-School program is a partnership between United Way, National Association of Elementary School Principals (NAESP), and Scholastic to improve early grade reading levels by providing resources to the schools most in need. Children who read well are more likely to graduate high school and live happy, healthy adult lives. This support package represents a \$10,000 value at no cost to schools. Schools adopted into the program will receive:

- Scholastic Reading Oasis: A Scholastic Reading Oasis is a safe and nurturing place in a school where all children have access to books at all times. It is a place where families can engage in reading together, in an inviting and familiar environment.
- Parent Engagement Tools: United Way Club will continually message and incentivize parents to read with their children and to encourage their children to read on their own.
- Student Memberships to Club Connect: Each child receives a one year membership to Club Connect, a membership based website focused on book previews, author interviews, and more.

An application will be submitted for the Grace N. Rogers Elementary School due to the fact that it has the highest percentage of economically disadvantaged students.

**O. Approve the Offering of Two New Middle School Physical Education Electives for 2015-16**

Game Creation:

Description: Students create unique games and sporting activities utilizing common sports equipment and resources. Students utilize creativity and previous knowledge to plan and implement unique activities. These new games would be implemented in grade level PE classes. Course would use various skills sets from a variety of sports activities or games.

**Fitness/Strength/Conditioning/Nutrition:**

Description: This course would focus on weight room circuits, plyometric workouts, yoga, application of fitness concepts, nutrition logs, fitness program planning and development, and cross training to provide students with a deeper knowledge of health and fitness. Students would be able to apply concepts and training to promote and maintain a healthy lifestyle. Curriculum will be written and approved upon sufficient enrollment.

**P. IDEA FY 2014 Application Amendment**

Board approval is recommended for the IDEA FY '14 Application Amendment to include the IDEA FY '13 Carry-Over Funds: Preschool: \$ 3,703 Basic: \$204,266

**Q. Out of District Placement in Regular & ESY School Programs in Private & Public Schools**

**Collier School**

Tuition January 20, 2015 – June 18, 2015

1. Student: #501358 RSY \$ 27,779.00

Tuition January 21, 2015 – June 18, 2015

2. Student: #201024 RSY \$ 28,080.86

**Thomas J. Rubino Academy**

Tuition February 20, 2014 through June 30, 2014

1. Student: #502500 RSY \$ 9,000.00

**Youth Consultation Services - Extraordinary Services**

Tuition November 11, 2014 – December 5, 2014

1. Student: #102989 RSY \$ 2,718.40

Tuition December 8, 2014 – January 23, 2015

1. Student: #102989 RSY \$ 4,240.80

**R. PROFESSIONAL SERVICES FOR STUDENTS**

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

Name	Type of Service	Rate
Quakertown Community School District	Bedside Instruction	Per Fee Schedule

**S. Agreement with “Prevention Specialists Inc.” for Drug & Alcohol Testing Services**

According to the Department of Transportation Federal Regulations all CDL employers must have random alcohol and drug testing of their transportation staff. The firm “Prevention Specialists Inc.” of Oakhurst, NJ offers comprehensive services for the District’s compliance.

**T. Contract for Labor Negotiations Attorney**

At the September 22, 2014 meeting of the EWRSD Board of Education, the Board approved Mr. Raymond Cassetta as Board Labor Consultant for upcoming negotiations with the District bargaining units. Board approval is requested for the attached contract with Mr. Cassetta, for District Labor Relations Consultant Services.

**U. Joint Transportation Agreement with Hamilton Township (revised)**

*BE IT RESOLVED* that the East Windsor Regional School District Board of Education approves the joint transportation agreement for the 2014-15 school year with the Hamilton School District as indicated below:

**East Windsor will be the “HOST District” for the following route (destination):**

<i>Host District’s (EWRSD)Route</i>	<i>Destination</i>	<i>Joiner District (Hamilton) Annual Cost</i>
K-12	MHK School	\$21,375.

**V. Authorization to Request Proposals for Architectural Services for Science Lab Renovations at HHS**  
 Board approval is requested to permit the Business Administrator to advertise a Request for Proposals (RFP) for architectural services in regard to the EWRSD high school science lab addition.

**W. Approval of Jan. 8, & Feb. 5<sup>th</sup> 2015 meeting minutes** As submitted; posted on District website.

**X. Final Adoption of the Refunding Bond Ordinance and Associated Resolution**

**Refunding Bond Ordinance of the Board of Education of the East Windsor Regional School District in the County of Mercer, New Jersey, Providing for the Refunding of All or a Portion of the Outstanding Callable Refunding School Bonds Dated December 21, 2005, Issued in the Original Principal Amount of \$6,330,000, Appropriating Not to Exceed \$3,750,000 Therefore and Authorizing the Issuance of Not to Exceed \$3,750,000 Refunding Bonds Provided for Such Refunding.**

BE IT ORDAINED BY THE BOARD OF EDUCATION OF THE EAST WINDSOR REGIONAL SCHOOL DISTRICT IN THE COUNTY OF MERCER, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. The Board of Education of the East Windsor Regional School District in the County of Mercer, New Jersey (the "School District") is hereby authorized to refund all or a portion of the outstanding refunding school bonds of the School District issued in the original principal amount of \$6,330,000 and dated December 21, 2005 (the "2005 Bonds"). The 2005 Bonds maturing on or after July 15, 2016 may be redeemed at the option of the School District in whole or in part on any date on or after July 15, 2015 (the "Redemption Date") at a redemption price equal to the par amount of the 2005 Bonds to be redeemed plus accrued interest, if any, to the Redemption Date.

Section 2. In order to finance the cost of the purpose described in Section 1 hereof, negotiable refunding bonds (the "Refunding Bonds") are hereby authorized to be issued in the aggregate principal amount not to exceed \$3,750,000 pursuant to N.J.S.A. 18A:24-61 *et seq.*

Section 3. An aggregate amount not exceeding \$110,000 for items of expense listed in and permitted under N.J.S.A. 18A:24-61.4 has been included in the aggregate principal amount of Refunding Bonds authorized herein.

Section 4. The purpose of the refunding is to incur an interest cost savings for the School District.

Section 5. Supplemental debt statements have been prepared and filed in the offices of the East Windsor Township Clerk, the Hightstown Borough Clerk (collectively, the “Constituent Municipalities”) and the Business Administrator/Board Secretary and in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey as required by law. Such statement shows that the gross debt of the Constituent Municipalities as defined in the Local Bond Law and the school debt of the Board of Education is increased by the amount the Refunding Bond authorization exceeds the amount of the proposed Refunded Bonds.

Section 6. No Local Finance Board approval is required as the issuance of the Refunding Bonds will comply with the requirements of N.J.A.C. 5:30-2.5.

Section 7. The Board President, the Superintendent, the Business Administrator/Board Secretary and other appropriate representatives of the School District are hereby authorized to prepare such documents, to publish such notices and to take such other actions as are necessary or desirable to enable the School District to prepare for the sale and the issuance of the Refunding Bonds authorized herein and to provide for the redemption of the 2005 Bonds referred to in Section 1 hereof.

Section 8. This bond ordinance shall take effect immediately after final adoption.

**Y. Approval of Contract and Exhibit “A” with EPIC Management, Inc.**

Board approval is requested for the attached agreement and addendum with EPIC Management, Inc. for Construction Management Services for HHS Science Lab and Elevator Additions. This agreement also includes the Mandatory Equal Employment Opportunity Language as required by the State Treasury Department.

**Z. Board Secretary’s Report and Treasurer’s Report for December, 2014**

**WHEREAS**, the Board of Education has received the report of the **Board Secretary and Treasurer** for the month of DECEMBER, 2014 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 and Board Secretary are in agreement **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.

**AA. Transfer Report for December, 2014**

The East Windsor Regional School District submits to the County School Business Administrator an updated report of budget transfers and changes in revenue and appropriations on a monthly basis. The 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.

**BB. Bill List dated February 9, 2015** in the amount of \$7,592,387.36

**CC. Bill List dated February 23, 2015** in the amount of \$1,249,299.84.

16. **EXECUTIVE SESSION** – Not needed.

17. **OPEN SESSION**

18. **ADJOURN**

**As recorded by Thaddeus Thompson, Board Secretary**

*Transcribed by C. Jablonski Assistant to Board Secretary*

(Date of Board Approval: March 23, 2015)