

Date of Board Approval: 10/20/14

***EAST WINDSOR REGIONAL SCHOOL DISTRICT BOARD OF EDUCATION***

**SUBJECT: Minutes of the Regular Meeting of the Board of Education on  
SEPTEMBER 22, 2014**

The Board of Education of the East Windsor Regional School District, Hightstown, NJ, held a regular meeting on **September 22, 2014** 7:30 p.m. in the Hightstown High School Cafeteria, located at 25 Leshin Lane, Hightstown, NJ

**Members Present:** Pete Bussone, Tracy Carroll (newly appointed at meeting), Paul Connolly, Lilia Gobaira, Christine Harrington, Robert Lavery (7:55 p.m.), Kennedy Paul, Alice Weisman

**Members Absent:** Bertrand Fougnyes

**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 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 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."

**2. PLEDGE OF ALLEGIANCE**

**3.A. APPROVAL OF AGENDA**

Mr. Connolly moved, seconded by Mr. Paul to approve the agenda with an addendum to the staffing item, as submitted.

Vote: On a roll call poll of the Board, Motion to approve the agenda was carried unanimously with 6 'yes' votes.

**B. RESOLUTION: EXECUTIVE SESSION**

Mr. Connolly moved, seconded by Mr. Paul, to approve the following:

**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 Monday, September 22, 2014. These closed sessions concern:

1. Board Member Vacancy – Applicants
2. Personnel Matters: Candidate for Assistant School Business Administrator

Minutes of these 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 6 'yes' votes.

#### **4. PUBLIC HEARING: LEASE PURCHASE FINANCING FOR HHS NEW SCIENCE LABS AND ELEVATOR PROJECT**

Mr. Ron Ianole, Esquire, District Bond Attorney from the firm McManimon, Scotland & Baumann, LLC spoke to the Board on the process and procedure for the lease/purchase financing of the new science labs and elevator additions at the high school, which is up for approval this evening.

#### **5. INTERVIEW APPLICANTS FOR VACANT HIGHTSTOWN SEAT ON BOARD**

Three individuals took turns in open session to speak to the Board on their interest in becoming a board member representative for Hightstown. They were Ms. Tracy Carroll, Ms. Janice Mastriano, and Ms. Nancy Distelcamp. Each spoke of their connection to the district, their professional and personal background and what they can offer as a board member.

#### **6. FIRST EXECUTIVE SESSION**

Ms. Weisman thanked all three candidates for their willingness to serve on the Board. The Board went immediately into closed session for discussion.

#### **7. RETURN TO OPEN SESSION - APPOINT NEW HIGHTSTOWN BOARD MEMBER**

The Board returned to open session, and Ms. Weisman again thanked all three candidates for their interest in our district and in taking on the commitment of being a board member. The Board then took action to appoint.

- Mr. Connolly moved, seconded by Mr. Paul to approve Ms. TRACY CARROLL as the new member of the Board of Education to represent the Borough of Hightstown.

Vote: On a roll call poll of the Board, Motion to approve was carried as follows:

Voting yes: Mr. Bussone, Mr. Connolly, Ms. Gobaira, Ms. Harrington, Mr. Paul, and Ms. Weisman.

Abstaining: Mr. Lavery (he was not present to hear the interviews).

- Motion carried with 6 'yes' votes.

Mr. Thompson, Board Secretary administered the Oath of Office to Ms. Carroll; the Board offered their congratulations and she took her seat at the panel.

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

Mr. Robert Cohen, of East Windsor and high school senior, commented on the manner in which the district grades the advanced courses, he feels a grade point average of higher than a 4.0 should be considered for qualified students who are taking these classes.

Mr. Sean O'Connor of East Windsor, posed questions to the Board regarding student services costs, the technology software for school buses, the math textbook alignment to the common core and the budget.

Dr. Tekelah Sherrod, Director of Student Services, Thaddeus Thompson, SBA, and Michael Dzwonar Assistant Superintendent for Curriculum responded to his inquiries.

Ms. Janice Mastriano of Hightstown commented that she felt it very inappropriate that the Board postponed the vote for a new board member from its original date of September 8, 2014. There was no indication in the advertisement for a minimum amount of applicants, and there were two applicants present at the last meeting which should have been sufficient. Finds it insulting that she and the other individual were deemed unworthy of consideration at that time.

Mr. Coates, Board Attorney, responded that since it was advertised during summer vacation time, it was decided to keep the window open longer to receive applications for those who missed the first deadline.

## 9. FIRST OPPORTUNITY FOR BOARD MEMBERS' COMMENTS

Pete Bussone welcomed Ms. Carroll to the Board. He asked about the new phone system in the district and the problems the high school offices were experiencing.

Dr. Baker responded that it was a difficult transition and we are aware of the issues with the phones and currently working with RFP Solutions to remediate them.

Mr. Connolly also welcomed Ms. Carroll and spoke on his visit to the Kreps middle school. The school looked great and he noted the excellent coordination between the teachers.

Ms. Harrington commented on the grading system. She welcomes the opportunity to have more conversation/updates on advanced placement classes, grading, and testing. Also, how the transfer of college credit courses is going. We should keep this very important topic on the forefront.

## 10. PUBLIC HEARING: DISTRICT HARASSMENT, INTIMIDATION & BULLYING (HIB) SELF ASSESSMENT REPORT

**BACKGROUND:** The NJ Commissioner of Education is required to develop a program to grade each public school and school district's efforts to implement the Anti-Bullying Bill of Rights Act (ABR) (N.J.S.A. 18A:17-46). This guidance document has been developed to help school district staff fulfill their responsibilities under the Commissioner's program. The School Safety Team (SST) should begin the process by reviewing the School Self-Assessment for Determining School Grades under the ABR. The Self-Assessment tool includes eight core elements which address all of the ABR requirements for schools. School district officials are required to review the school and school district grades with the BOE at a public meeting. This will provide the BOE and the public with the opportunity to learn about the district's implementation of the ABR and address any concerns. This information can assist in the annual review of HIB prevention programs, approaches and other initiatives, as required in N.J.S.A. 18A:37-17a, and the annual review of the BOE's HIB policy, as required in N.J.S.A. 18A:37-15c.

Mr. Mark Beckman, Student Services Supervisor, presented to the Board and public on this topic.

## 11. SECOND READING OF MANDATED BOE POLICIES

The following policies are being submitted to the Board for SECOND reading:

**3283 – Electronic Communications Between Teaching Staff Members & Students - Mandated/New**  
**4283 – Electronic Communications Between Support Staff Members & Students - Mandated/New**

Public Law 2014, Chapter 2/S-441 was approved and requires every school district to adopt a written policy concerning electronic communications between school employees and students enrolled in the district. The policy shall include, at a minimum, provisions designed to prevent "improper communications" between school employees and students via e-mail, cellular telephones, social networking websites, and other Internet-based media. The new statute, N.J.S.A. 18A:36-40, which is only two paragraphs, does not define "improper" and requires each school district to define "improper" on their own. Districts are required to have this Policy adopted by the end of August 2014. Strauss Esmay has completed extensive research on this issue and developed Policy Guide 3283 for teaching staff members and Policy Guide 4283 for support staff members. Strauss Esmay recommends defining "improper electronic communications" as communications where the content of the communication is inappropriate *and/or* the manner in which the electronic communications is made is not in accordance with the acceptable protocols as defined in this Policy Guide. Policy Guides 3283 and 4283 define inappropriate content and provide acceptable protocols.

These Policy Guides provide two options for an exemption from the Policy for staff members and students who share a family relationship. Policy Guide 4283 prohibits all electronic communications between support staff members and students, but has a provision where the Superintendent or designee may grant an exemption from the Policy if it is determined the support staff member's professional responsibilities should permit such communications subject to the same requirements as teaching staff members. Districts should carefully consider these Guides and may revise these Guides to meet local needs. The acceptable protocols outlined in these Policy Guides were developed based on extensive research on how this complex issue is being addressed throughout the country. The intent of these Policy Guides is to meet the requirements of the new law and to have the process be manageable. Policy Guide 3283 is **MANDATED** Policy Guide 4283 is **MANDATED**

## 12. ANNOUNCEMENTS

Dr. Baker spoke on the following topics:

- Commended Dr. Sherrod, Supervisor of Student Services, on her efforts to bring in students from out of district placement. Rutgers office of student services provided support for this endeavor. The goal was to make sure appropriate staff and programs were in place for these students. This effort will save the district money and there will be a full report on this subject at a future meeting.
- Regarding the concern on how we grade/score students, he noted he will speak to Jessica Smedley, Guidance Supervisor on this topic to determine the criteria for courses and programs.
- SGO (Student Growth Objective) Professional development is in place for teachers. This is a component of the State (QSAC) monitoring.
- There will be Wi-Fi available in all classrooms for the PARCC testing.
- Teacher tardiness is being addressed.
- Has requested waiver from the State to lessen amount of times a tenured teacher is to be evaluated within a year.
- Data on student performance will be presented at a future meeting.

## 13. SECOND OPPORTUNITY FOR PUBLIC COMMENT

Mr. Ronald Cohen of East Windsor, referred to Mr. Beckman's public hearing on harassment, intimidation and bullying, (HIB). He commented that the District should identify the top areas that need to be addressed and use the data for applicable programs out there for solutions.

Mr. Beckman responded that we are currently synthesizing the data to see where the needs are most, and the best actions to take. Each school has its own issues.

Mr. Cohen asked if the Board is actively looking for a new Superintendent. He noted that he misses the former Superintendent forums that were regularly held for the parents. Parents need to hear about the Districts accomplishments, goals and vision.

Ms. Weisman responded that we had previously advertised for a new Superintendent and the response was disappointing. The search will continue in a few months when the candidate pool gets bigger. Dr. Baker is committed to us for at least one school year. In addition, she noted that she agrees it would be a great idea to bring back the scheduled parent meetings with administrators and is a current topic for consideration.

#### **14. SECOND OPPORTUNITY FOR BOARD MEMBERS COMMENTS**

Mr. Paul asked for clarification on requesting a State waiver to reduce the amount of tenured teacher evaluations.

Dr. Baker responded that Administration is stretched, it would free up the principals and supervisors to help instruction and lead their school.

Mr. Gobaira commented she agrees that less evaluations for our already established well performing teachers is a good idea. She added as we keep track of the students' progress it will also help us see how teachers are doing.

The Board then discussed the topic of teacher evaluations, and aligning the success of our students to how our teachers are performing.

Ms. Harrington noted parents have questions and concerns about PARCC testing and the common core.

Mr. Dzwonar noted that his department has posted the exact letter/information received from the State on the PARCC assessment tests. No other data has been posted as of yet.

Dr. Baker commented on our continuous teacher professional development. By monitoring teacher lesson plans we get an idea if they are actively using the knowledge gained from the professional development programs and implementing these improvements into their classroom. Bottom line is what is best for our students.

#### **15. MOTION TO APPROVE ROUTINE ITEMS BY EXCEPTION**

Having read and reviewed the materials received, Mr. Connolly moved, seconded by Mr. Paul to approve the listed routine agenda items.

- A. Staffing
- B. Uniform State Memorandum of Agreement Between Education and Law Enforcement
- C. Approval of New Advisor for Non-Paid Club Position at HHS
- D. Out of District Placement
- E. Professional Services for Students
- F. Travel & Related Expenses
- G. Revised BSI curriculum for Tier 3 Language Arts & Social Studies (on Sharepoint)
- H. Rescind Appointment of Labor Attorney and Law Firm
- I. Approval of Legal Consultant for Union Negotiations
- J. Approval of Comprehensive Maintenance Plan and Form M-1
- K. Tuition Agreement with Mercer County Vo-Tech for Health Science Academy
- L. Declaration and Removal of Surplus Property
  - Musical Instruments –HHS
  - Pole Vault Pads- HHS
- M. Resolution: Award Lease Financing for New Science Labs Project to TD Equipment Finance, Inc.
- N. Capital Reserve Withdraw to Fund Telecommunications, Roof & Door Projects Pending Receipt of ROD Grant Funding
- O. Approval of District HIB Self-Assessment Report
- P. Revised Board Secretary, Treasurer and Transfer Reports for June, 2014
- Q. Board Secretary & Treasurer's Report for July, 2014
- R. Transfer Report for July, 2014
- S. Payment of Bills and Claims - September 22, 2014
- T. Appoint Construction Management Company for New Science Labs Project  
*(New item added this evening)...*
- U. Change Order #1: To Extend Warranty on Partial Roof Placement/Coating at Kreps & HS

**Vote to approve Exception Item A. Staffing**

Voting yes: Mr. Connolly, Ms. Gobaira, Ms. Harrington, Mr. Lavery, Mr. Paul, Ms. Weisman.

Abstaining: Mr. Bussone, Ms. Carroll

Motion to Approve was carried with 6 ‘yes’ votes.

**Vote to approve Exception Items B through U.**

Voting yes: Mr. Bussone, Mr. Connolly, Ms. Gobaira, Ms. Harrington, Mr. Lavery, Mr. Paul and Ms. Weisman. Abstaining: Ms. Carroll

Motion to approve was carried with 7 ‘yes’ votes.

**A. Staffing** – as submitted.

**B. Uniform State Memorandum of Agreement Between Education and Law Enforcement**

The East Windsor Regional School District has agreements with the East Windsor Township Police Department and the Hightstown Borough Police Department regarding procedures to be followed by the police departments and the school district when a police presence is required or is requested by the school district. The Uniform State MOA is provided by the NJ Office of the Attorney General, Department of Law and Public Safety, Division of Criminal Justice. Each year the chief school administrator and the representatives of police departments are required to meet to discuss the agreement to determine if any changes are needed. A meeting with the Chief of Police for East Windsor and the Director of Police for Hightstown took place on September 9, 2014. The 2011 MOA is again accepted and no changes are being recommended.

**C. New Advisor for Model UN Club at HHS**

In October 2007, the Model UN Club was BOE approved as a non-paid extra-curricular activity at Hightstown High School; however, it had become inactive. The high school would like to reactivate the club with Andrew Koontz, the TV production teacher, as the new advisor.

**D. Out of District Placement in Private & Public Schools**

**Academy Learning Center**

Tuition September 3, 2014 through June 30, 2015

1. Student:	#103325	RSY	\$ 52,200.00
2. Student:	#101429	RSY	\$ 42,480.00
3. Student:	#102292	RSY	\$ 52,200.00
4. Student:	#201947	RSY	\$ 52,200.00
		Speech	\$ 1,905.50
5. Student:	#720223	RSY	\$ 52,200.00
		Aide	\$ 35,100.00
		Speech	\$ 3,811.00

**Mercer County Special Services School District – Personal Assistant**

Tuition July 14, 2014 through August 15, 2014

1. Student:	#720168	ESY	\$ 4,875.00
2. Student:	#720263	ESY	\$ 4,875.00
3. Student:	#101460	ESY	\$ 4,875.00
4. Student:	#720101	ESY	\$ 4,875.00
5. Student:	#720114	ESY	\$ 4,875.00

**Maria H. Katzenbach School for the Deaf**

Tuition July 7, 2014 – August 14, 2014

1. Student: #101469 RSY \$ 3,300.00

**Piscataway Regional Day School**

Tuition September 3, 2014 through June 30, 2015

1. Student: # 102996 RSY \$ 40,140.00

**E. 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
Gladys Portacio	Evaluations	\$450.00
The Bilingual Child Study Team	Bilingual Services	Per fee sched.
Mercer County Special Services School District	Community Resource and Assessment Services Assistive Technology Integrated Preschool Program	Per Rate Schedule

**F. Travel and Related Expenses**

J. Baker M. Dzwonar M. Beckman	Admin.	Oct. 23-24, 2014	Registration (\$350) and anticipated expenses (269.93) to attend 32 <sup>nd</sup> Autism Conference, Atlantic City, NJ	619.93	1859.79
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Monthly Total					2479.79
YTD Total					7497.79

**G. Adoption of an Updated Curriculum Map and Supporting Documents for Middle School**

**T3 Intensive Reading / Integrated Soc. Studies**

Approval is requested for the adoption of a new curriculum map aligned to specific vocabulary, comprehension, and literary lessons using REWARDS, Reading Express, and the American Reading Company Informational Text leveled sets. This update is needed to replace READ 180 as a core resource and fully align to expectations for balanced literacy and integrated literacy in Social Studies. Our current middle school maps included reference to resources that are minimally aligned to state standards. A teacher-led panel reviewed student work-a-texts and ancillary materials and shared the need to include more direct instruction in comprehension lessons that support the reading of complex text. The revised map will align to Perfection Learning Reading Express Resource. These maps include tiered lessons in vocabulary, word study, comprehension, and literary analysis. These maps also create synergy with lessons in intensive SS which align to expectations put forth by the Common Core. The curriculum put before you tonight imbeds a wealth of additional resources to address the reading needs of Tier 3 students and allows teachers and students to run a balanced literacy block with resources matched to student levels. Professional development has been offered over the summer and will continue through September in the core resource. Additional workshops will be offered to teachers to support infusion of core resources effectively in all classrooms following approval. It is recommended that the Board approve the adoption of a revised curriculum map for Middle School Writing, to fully implement the Common Core State Standards as mandated by the NJ DOE for September 2014.

#### **H. Rescind Appointment of Labor Attorney and Firm**

At the January 6<sup>th</sup>, 2014 meeting of the Board of Education the Board approved the reappointment of its service providers and their related contracts for 2014-15 school year. The Board has determined that it is in its best interest to rescind the appointment of Mr. Mark Blunda, Esq. and the firm Apruzzese, McDermott, Mastro & Murphy, for District labor/negotiations attorney services.

**BE IT RESOLVED**, that the EWRSD Board of Education rescinds the appointment of Mr. Mark Blunda, Esq. of Apruzzese, McDermott, Mastro and Murphy for labor related legal matters and negotiations.

#### **I. Approve Legal Consultant for Union Negotiations**

In advance of the upcoming negotiations with the District bargaining units, it is recommended that the Board approve Mr. Raymond A. Cassetta as Board Consultant for matters relating to contracts and negotiations.

#### **J. Approval of Comprehensive Maintenance Plan and Form M-1**

Each year the school district must approve a comprehensive maintenance plan. The anticipated budget for maintenance must meet a minimum annual target for each school. These targets are listed in **form M1 column F**. The school district's budget (as shown in column G) exceeds the target for each school. The comprehensive maintenance plan report shows all the different types of maintenance performed at each school and the amount spent in 2013-14, the current year budget for 2014-15, and the amounts planned for 2015-16. It is recommended that the board approve the attached form M-1 (the Detailed Actual Expenditures by Year by Building Worksheet), and the Comprehensive Maintenance Plan Report Actual *FY 13-14*, current *FY 14-15*, and planned *FY 15-16*, and submission of the worksheets and report to the NJ Department of Education.

#### **K. Tuition Agreement with Mercer County VOTEC for Health Science Academy**

The High School currently has 39 regular education and 1 special education students who attend the Health Science Academy Program at Mercer County Vocational School for the 2014-2015 school year on a full time basis. The fee for each student to attend is \$7,500 per student. These placements are facilitated through the high school guidance department. A list of the student's names are on file in the Board Secretary's office and the guidance office. Board approval is recommended of the agreement with Mercer County Vocational Technical Schools for 40 high school students to attend the Health Science Academy at Mercer County Vo-Tech as submitted.

#### **L. Declaration and Removal of Surplus Property**

- HHS Musical Instruments
- HHS Athletic Dept. Pole Vault Pads

The High School Music Department currently has musical instruments (1 xylophone and 5 timpani) it no longer needs or uses. They would like to trade in these items for more needed items; a marimba and a new field cart for the band and wind ensemble. Board approval is requested to trade these musical instruments for more useful items with Falls Percussion Co. of Fairfield NJ, at no cost to the District. The High School Athletic Department has an extra set of new pole vault pads that are not being used. The Athletic Director has several schools / companies that are interested in purchasing them from us. Board approval is requested to sell the extra set of pole vault pads at the discretion of the HS Athletic Director and School Business Administrator.



**M. Resolution to Award the Lease Financing for New Science Labs Project to TD Equipment Finance Inc.**

At the June 23, 2014 meeting of the EWUSD Board of Education the Board approved a Resolution for the Business Administrator and Chief School Administrator to seek lease purchase financing for the new high school science labs project. In order to seek financing for this project at the most advantageous terms available, the District’s Bond Counsel of record McManimon, Scotland & Baumann, L.L.C of Roseland, NJ, has procured a lease purchase agreement with TD Equipment Finance, Inc. at an annual interest rate of 1.64 %. Attached is a Resolution authorizing MSB to pursue the lease purchase financing of the new Science Labs project with TD Equipment Finance, Inc. for Board approval.

**N. Capital Reserve Withdraw to Fund Telecommunications, Roof and Door Projects Pending Receipt of ROD Grant Funding**

The State’s 40% Rod Grant contribution toward the capital projects is estimated to be \$1,783,698. Per project the District will receive:

	<u>State Project Number</u>
Telecom – HHS - \$129,125	1245-050-14-1001-G04
Telecom – GNR - \$18,690	1245-060-14-1003-G04
Telecom – MHK - \$36,873	1245-070-14-1004-G04
Telecom – PLD - \$18,471	1245-075-14-1005-G04
Telecom – EMK - \$17,231	1245-055-14-1002-G04
Telecom – WCB - \$17,128	1245-080-14-1006-G04
Roof & Doors – HHS - \$262,937	1245-050-14-1007-G04
Roof & Doors– MHK - \$1,231,911	1245-070-14-1010-G04
Roof & Doors - PLD - \$51,332	1245-075-14-1011-G04

The District is in the process of compiling the paperwork necessary to receive the monies from the State ROD Grant for the above listed projects. In the interim, it is in the best interest of the District to continue payment of the projects by transferring funds from Capital Reserve Account into our Capital Projects Account. When the grant money is received, it will be deposited back into the capital reserve to replenish the monies previously removed. It is recommended that the Board approve the Business Administrator to transfer \$1,783,698 from the capital reserve account into the capital projects account with the intention of replacing the transferred money as soon as the Rod Grant money is received.

**O. HIB: Self-Assessment Report**

The NJ Commissioner of Education is required to develop a program to grade each public school and school district’s efforts to implement the Anti-Bullying Bill of Rights Act (ABR) (N.J.S.A. 18A:17-46). This guidance document has been developed to help school district staff fulfill their responsibilities under the Commissioner’s program. The School Safety Team (SST) should begin the process by reviewing the School Self-Assessment for Determining School Grades under the ABR. The Self-Assessment tool includes eight core elements which address all of the ABR requirements for schools. School district officials are required to review the school and school district grades with the BOE at a public meeting. This will provide the BOE and the public with the opportunity to learn about the district’s implementation of the ABR and address any concerns. This information can assist in the annual review of HIB prevention programs, approaches and other initiatives, as required in N.J.S.A. 18A:37-17a, and the annual review of the BOE’s HIB policy, as required in N.J.S.A. 18A:37-15c. It is recommended that the Board accepts the documentation as submitted so that the Chief School Administrator can file the assurances and accuracy of the School Self-Assessment of Elements for Determining HIB Grades with the Department of Education.

**P. Revised Board Secretary, Treasurer and Transfer Reports for June, 2014**

Upon the directive of the District auditors, some adjustments had to be made to the June, 2014 Board Secretary and Treasurer’s Reports and Transfer Report. Board approval is recommended of the revised reports as submitted.

**Q. Board Secretary and Treasurer’s Report for July, 2014**

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

**R. Transfer Report for July, 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.

**S. Payment of Bills and Claims** in the amount of: 1,714,281.35

**T. Appoint Construction Management Co. for New Science Labs Project**

The District advertised a Request for Proposals for Construction Management Services related to the construction of the new Science Labs and Elevator at Hightstown High School.

The District received three proposals and the results are as follows:

	<u>Total of Fees:</u>
NEW ROAD CONSTRUCTION MGT. INC	\$178,875.
GREYHAWK NORTH AMERICA, LLC	\$221,310.
EPIC MANAGEMENT, INC.	\$186,964.

After thorough review of the proposals by the Business Administrator, Architect, District Director of Building and Grounds, and after conferring with the Superintendent, it is determined it is in the best interest of the District to award the proposal for construction management services for the above project to **EPIC MANAGEMENT, INC.** with a total proposal of **\$186,964.**

**U. Change Order #1: Extend Warranty on Partial Roof Replacement/Coating at MHK & HS**

Submitted to the Board, is change order #1 with ABCD Construction, of Brooklyn, NY which extends the roof system warranty to 25 years on all roof replacement areas at the high school and middle school (except areas G, P, X and Y at Kreps). It is recommended that the Board approve the change order for the amount of \$72,368.00 for this purpose.

**16. EXECUTIVE SESSION** - The Board went into closed session.

**17. OPEN SESSION**

**18. MOTION TO APPOINT NEW ASSISTANT SBA**

Due to the resignation of Ms. Erin Hill, Assistant School Business Administrator, the Business office has an opening for this position. Mr. Thompson initially interviewed several candidates. Mr. Thompson invited Mr. Dzwonar and Ms. Feaster to join in for the second round of interviews with the top two candidates. Of the two, one has already accepted a position in another district. The remaining applicant was interviewed by the Board in closed session. When the Board returned to open session they took the following action.

Mr. Connolly moved, seconded by Mr. Paul to approve the appointment of MR. PATRICK PISANO, as New Assistant School Business Administrator, starting date TBD, as submitted in the staffing addendum.

Vote: On a roll call poll of the Board, motion to approve was carried with 8 'yes' votes.

**19. ADJOURN**

**As Recorded by Thaddeus Thompson**

*Transcribed by C.Jablonski, Confidential Secretary*