

**Date: June 2, 2014**

**Dept. Business Office**

**SUBJECT: Approval of Minutes: APRIL 7, 2014 Regular Meeting**

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

**Members Present:** Paul Connolly, Suzann Fallon, Bertrand Fougnyes, Lilia Gobaira, Christine Harrington, Robert Laverty (arrived 7:43 p.m.) Kennedy Paul, Alice Weisman

**Members Absent:** Pete Bussone (with advance notice)

**Also Present:** Dr. Edward J. Forsthoffer, 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 staffing as submitted. (*Note: Item 12.M. was tabled*).

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 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 Monday, April 7, 2014. These closed sessions concern:

1. Student Matters – Bullying (Attachment for BOE only)
2. Personnel – Grievance
3. Contract Matters/Negotiations

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

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

#### 4. RECOGNITION: ELEMENTARY SCHOOL SCIENCE FAIR WINNERS

The 2014 East Windsor Regional School District's Elementary Science Fair was held on February 27, 2014 at the Kreps Middle School. Approximately 35 science projects representing four elementary schools were submitted, judged, and available for public viewing. The science fair is an academic competition designed to challenge students to rigorously apply science process skills and content knowledge in order to investigate scientific questions of their own choosing.

Participants also experience the importance of practicing science ethics and responsibility on a personal level. Each participant is required to have an adult sponsor, complete a research protocol, and include a science abstract with their project submission. Students earning awards at all levels will represent the East Windsor Regional School district at the Mercer County Science and Engineering Fair in March. The Mercer County Science Fair begins with judging on March 16, 2014 and a showcase, open to the public, on March 19, 2014.

Dr. Forsthoffer, with the assistance of Ms. Weisman and Ms. Samantha Kaminsky, Curriculum Supervisor, presented award certificates to the science fair participants. He noted that he had the honor to serve as one of the judges, and as a former science teacher was excited to take part in this way.

At the local level, Grace Norton Rogers's fifth grade student Anjali Rabindran earned the top spot for her project titled "*What Is the Effect of Salt on Plant Growth?*" Following the difficult winter in the Northeast, Ms. Rabindran observed the salt trucks salting the roads, and by default, the nearby flora. She wondered what effect this salt would have on the nearby plants. Her project included preparing salt solutions in varying concentrations and adding enough of the solution to prevent lima beans from drying out. She then observed the lima beans' sprouting and recorded the number of beans that sprouted and the number of days it took them to sprout. Last month, Ms. Rabindran took the award for Outstanding Achievement in General Science in the Elementary Division at the 2014 Mercer Science and Engineering Fair.

Courtney Sabogal, a fourth grade student at the Ethel McKnight School, was named the second prize winner for her project titled "*The Effect of Screen and Text Color on Memory.*" Ms. Sabogal tested whether subjects would remember more words with the colored text and background compared to words with black text and a white background. Each subject was given 1 minute to study each list of prepared words and then the laptop was removed. Subjects were then given one minute to recite all the words they could remember from the lists, and the data was analyzed for patterns. Ms. Sabogal also took the award for Outstanding Achievement in General Science in the Elementary Division at the 2014 Mercer Science and Engineering Fair. The third place prize went to Rishi Perumal, a fourth grade student at Perry L. Drew. Through his project, "*The Science behind Guitar Picks,*" Rishi examined how picks made of varying materials affect the sound on an acoustic guitar. Each pick as used on a G chord and the resulting sound was measured in decibels. In addition to the grand prize winners, several students received an honorable mention from the judges. They include:

- Rajiv Srinath, fifth grade, Walter C. Black Elementary School
- Katherine Brophy, fifth grade, Ethel McKnight Elementary School
- Jacob Kochberg, fourth grade, Ethel McKnight Elementary School
- Joseph Lenzo, fourth grade, Ethel McKnight Elementary School
- Katherine DeMarco, fourth grade, Grace Norton Rogers Elementary School
- \*Vidhi Challani, fourth grade, Perry L. Drew Elementary School

\*Ms. Challani took the award for Superior Achievement for General Science in the Elementary Division at the 2014 Mercer Science and Engineering Club for her project titled, "*Renewable Energy: Researching the Impact of Blade Angles on Electricity Generation by Windmill Turbine Generators.*"

Twenty four additional students participated in the science fair. They are as follows:

- Ethel McKnight School: Aniruddh Vasishta, Marie Deltoro, Nisha Pakianathan, Brooke Vagrin, Snehit Achanta, Siddarth Kerkar
- Perry L. Drew School: Ethan Rodrigues Prabhu, Natalie Fish, Deepak Kannan, Tharani Kannan, Shreya Kumar, Omkar Iyer, Adil Mydeen, Joshua Davis, Brinda Ambal, Arav Raval, Laasya Uppuluri, Abhiram Ramachandran
- Walter C. Black School: Shivani Shankar, Shreya Krishnan, Tarun Chandanala, Nikitha Subramaniam, Shivaani Bala, Shruti Subramanian,

Dr. Forsthoffer congratulated the students and wished them continued success in the field of science.

**5. FIRST OPPORTUNITY FOR PUBLIC COMMENT - No one spoke.**

**6. FIRST OPPORTUNITY FOR BOARD MEMBER'S COMMENTS**

Ms. Fallon commented on the Art Show held in the high school. It was really wonderful to see our student's artistic talent on paper, canvas, pottery and furniture. It is a shame we do so much with other electives, and it seems that art is shortchanged. We should encourage student interest in art and look into the possibility of putting additional funding towards this subject.

Ms. Fallon also spoke on a letter to the editor she read regarding the subject of bullying. It suggested that ongoing training in this area is very important. Just recording the incident and punishing students is not a solution; doesn't get rid of the problem.

Ms. Harrington commented we have new turf field at the high school, and noted that the Junior Varsity field at the middle school needs improvements; to keep this matter on our radar.

Ms. Harrington gave Mr. Thompson a draft of a calendar the evaluation committee is working on regarding timelines of the Board evaluations, CSA evaluation, presentations and goals for distribution at the next meeting.

Ms. Weisman discussed with the Board their available dates for an upcoming special meeting for the District consultant to speak to the Board on budget review. It was decided that this meeting would be held on April 21, 2014.

**7. PRESENTATION: CLIMATE SURVEY PART 3: SECONDARY STUDENTS**

Dr. Forsthoffer explained that this is the third of the four survey presentations. He noted this survey gives us a sense of what the secondary (Kreps and High School) students feel about their teachers and school environment in general. In addition, this data will be shared with the principals and will be placed on the District website for public view. With the use of a power point slideshow and pie graphs, Dr. Forsthoffer shared the results of the school climate survey, and responses received from the 6<sup>th</sup> through 12<sup>th</sup> grade student population.

Discussion:

Following the presentation the Board discussed and commented on the student's responses and different methods that can be used to analyze the data.

## 8. ANNOUNCEMENTS

Dr. Forsthoffer made the following announcements;

- The Curriculum Fair is this Wednesday, April 9th.
- Next week is the beginning of spring break.
- We have submitted the tentative budget to the County. At the May 5<sup>th</sup> meeting we will have a public hearing and vote on the final budget.
- The proposed middle school schedule has generated questions concerning the academic support period switch. Dr. Forsthoffer asked Kreps principal Lori Stein to explain the reasoning behind going from four teams to two 'academies' and for revising the schedule to have academic support period moved from end of day to beginning of day.

Ms. Stein with the use of power point display gave a detailed background of how these changes came to fruition, and what the benefits will be.

Notes from her presentation:

- This has been in the works for 3 years; not a new concept and was not an easy task.
- Held numerous meetings with staff and parents for their input and opinions, in addition to researching what other districts do.
- Having academic support at end of day has not proven to be beneficial to students as they start to shut down at this time. Students are more focused in the morning; feel more connected and have a different mindset in the morning.
- Helps address the social and emotional needs of the students that come to school with personal stress they may be dealing with and gives them time to mentally work through it before start of day.
- Supports pre-teaching as opposed to re-teaching and a more structured school day.
- Would incur an earlier lunch period.
- The move over to academies also provides flexibility. Students will have no more than 2 academic classes in a row.

Discussion:

Ms. Harrington, thanked Ms. Stein for her presentation. She is excited on the change to having two academies instead of four teams. She remains concerned about having the academic support period in the morning. It may encourage students to wait till morning to do/finish their homework. We don't want to encourage procrastination.

Ms. Stein responded that she feels this won't promote procrastination and added that academic support was never set up to be a homework period. Students can get help from teachers at different times of the day.

Ms. Weisman commented that her daughter was in middle school at the time academic support started, and she did do homework during that period. It will be interesting to see how this model works out.

Ms. Gobaira commented that she has worked at the middle school level and this is really what we need.

Also, early lunches are better as some students do not eat breakfast.

Ms. Fallon asked about how the academy idea came to be.

Ms. Stein responded that more we were expanding programs the more difficult it became to schedule our students. This new model allows us to eliminate cross teaming. Makes scheduling more manageable and allows for more equitable teaching and promotes heterogeneity.

Mr. Fougnes commented on the last period of school day; is there enough time to pack up and catch bus, especially if a student has gym last period.

Ms. Stein responded that we have 3 minutes built into the schedule for this. There is a total of 5 minutes at the end of the day for student's dismissal from the building.

**9. EXECUTIVE SESSION**

Not needed.

**10. SECOND OPPORTUNITY FOR PUBLIC COMMENT**

No one spoke.

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

No one spoke.

**12. MOTION TO APPROVE ROUTINE ITEMS BY EXCEPTION**

**Mr. Connolly moved, seconded by Ms. Fallon to approve the exception items as submitted.**

- A. Staffing
- B. Bullying Report from March 24, 2014
- C. Field Trips
- D. Overnight Field Trip – HHS Project Green Club Competition
- E. Addition of Co-Advisor to Non-Paid Club at HHS
- F. Approval to Move May 19, 2014 BOE Meeting to May 12, 2014
- G. Approval of Research Project with Kean University and Student Services
- H. Travel & Related Expenses
- I. Approve FY2013 Perkins Secondary Grant Amendment
- J. Approve Amendment of the 2013-2014 Title 2A Grant
- K. Out of District Placement
- L. Professional Services for Students
- ~~M. Resolution: Capital Project Application for Elevator Addition at HHS~~
- N. Authorization to Submit 2012 NJSBAIG Safety Grant Application
- O. Board Secretary and Treasurer's Report for February, 2014
- P. Transfer Report for February, 2014
- Q. Approval of Minutes for March 10, 2014 meeting
- R. Bill List for April 7, 2014

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

**A. Staffing – as submitted.**

**B. Bullying Report from March 24, 2014 –as discussed in executive session**

**C. Field Trips:**

4/25/14HHS Ecology Club and Project Green Club  
Delaware/Raritan Canal Trail  
Farnsworth Ave. at Cortland St.  
Bordentown, NJ 08505

**D. Overnight Field Trip – HHS Project Green Club Competition**

The Project Green Club of HHS would like to have an overnight trip to take part in a competition being held at the New Jersey School of Conservation, 1 Wapalanne Rd., Branchville, NJ. The competition will take place on April 2 -3, 2014, and the students will be staying on campus.

**E. Addition of Co-Advisor to Non-Paid Club at HHS**

The Project Green Club is a Board approved non-paid extracurricular activity with Gretchen Contreras as the teacher advisor. Because the club membership has grown to about 45 students, they are requesting Sherry Klein, a science teacher at HHS, be approved as a co-advisor.

**F. Approval to move May 19<sup>th</sup> 2014 meeting to May 12, 2014**

Due to meeting the NJ DOE deadlines for new teacher evaluations, it has been determined that changing the May 19, 2014 BOE meeting to May 12, 2014 would meet those requirements.

**G. Approval of Research Project with Kean University and Student Services**

In response to the District’s need to address the disproportionate representation of classified Hispanic students, the Office of Student Services consulted with Kean University, School of Communication Disorders and Deafness, to engage staff (speech-language specialists) in professional development. As a result, it was determined that there is a need to determine whether students (Spanish speaking) lack the acquisition of the English language or if there is a true learning disability. It was also determined that consideration should be given to how students are identified for referral to the child study team; and how assessments are administered to determine that the student indeed needs special education and related services.

**H. Travel and Related Expenses**

T. Sherrod	Student Services	May 21 & 22, 2014	Reimbursement for a room for two nights at Revel, Atlantic City to attend NJASA/ NJAPSA Spring Conference	236.90	236.90	
M. Tiedemann	Student Services	May 28 & 29, 2014	Registration to attend NJTESOL/ NJBE 2014 Spring Conf. New Brunswick, NJ	294.00	294.00	
A. Shahani K. Armenti C. Gruber J. Rickett N. Farias	A. McDonald K. Fallon M. Johnson S. Shafi M. Bradley	K-12	May 28 & 29, 2014	Ten registrations to attend NJTESOL/NJBE 2014 Spring Conf., New Brunswick, NJ	294.00	2,940.00
M. Gonzalez T. DeLaRosa M. Roux J. Becerra	E. Garcia M. Reyes-Cote B. Feliciano A. Castaneda	K-12	May 28, 2014	Eight registrations to attend NJTESOL/NJBE 2014 Spring Conf., New Brunswick, NJ	179.00	1,432.00
Y. Santiago M. Casalino	K. Mills	K-12	May 29, 2014	Three registrations to attend NJTESOL/NJBE 2014 Spring Conf. New Brunswick, NJ	179.00	537.00
R. Paco	J. Reyes	K-12	May 28, 2014	Two registrations to attend NJTESOL/NJBE 2014 Spring Conf. New Brunswick, NJ	214.00	428.00
M. Gonzalez		K-12	May 29, 2014	Registration to attend NJTESOL/NJBE 2014 Spring Conf. New Brunswick, NJ	214.00	214.00
I. Reitano		Transp.	July 18-20, 2014	Reimbursement of expenses to attend National Bus Competition, Charleston, SC	1,343.40	1,343.40

S. Schaible	Transp.	July 18-20, 2014	Reimbursement of expenses to attend National Bus Competition, Charleston, SC	257.00	257.00
P. Connolly S. Small	BOE, Supervisor	April 25, 2014	Two registrations to attend STEM Training at NASA Goddard Space Flight Center, Greenbelt, MD	175.00	350.00

Monthly Total		8032.30
YTD Total		45656.01

**I. Approve Fiscal Year2013 Perkins Secondary Grant Amendment**

Approval is requested for the amendment of our Perkins Secondary Grant for the FY2013-14 Perkins. As required by the State we are creating an amendment to utilize the \$35,701 grant money for use with improving the educational opportunities for students taking part in the CIP Codes: 521801 (Marketing); 521201 (Management Information Systems); 520302 (Accounting).

The amendment will change the following allocations to read:

- 100-300: \$0
- 100-600: \$22,496
- 200-300: \$0
- 200-580: \$3,000

**J. Approve Amendment of the fd2012-14 Title 2A grant**

In the original Title 2A Grant submission East Windsor Regional School District created a budget with a staff developer. This position is no longer filled. As required by the state we are creating an amendment to utilize the \$85,794 grant money for use with advancing teacher understanding of effective instruction strategies that are based on scientifically based research.

The amendment will read:

- 200-100: \$48,524
- 200-200: \$11,161
- 270-100: \$6,109
- 200-320: \$20,000

**K. Out of District Placement in Public and Private Schools**

- Academy Learning Center  
Tuition February 24, 2014 through June 27, 2014
1. Student: #103225 RSY \$ 23, 572.00

**L. 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
Education, Inc.	Home/Hospital Tutoring Services	\$45.00 per hour

~~M. Resolution: Capital Project Application for Elevator at HHS (tabled at meeting)~~

**N. Authorization to Submit 2012 NJSBAIG Safety Grant Application**

The New Jersey School Board Association Insurance Group is offering a grant opportunity entitled 2014 Safety Grant Program with an authorized grant amount for the EWRSD in the amount of \$49,207.00. The process involves a grant application that requires Board approval.

**O. Board Secretary and Treasurer's Report for February 2014**

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

**P. Transfer Report for February, 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.

**Q. Approval of Minutes for March 10, 2014 meeting**

For review on District website.

**R. Bill List for April 7, 2014** in the amount of: 1,388,129.12

**13. EXECUTIVE SESSION**

The Board went into closed session.

**14. OPEN SESSION**

**15. ADJOURN**

As recorded by Thaddeus Thompson  
Board Secretary

*(transcribed by C. Jablonski, Confidential Secretary)*