

EAST WINDSOR REGIONAL SCHOOL DISTRICT, HIGHTSTOWN, NJ 08520

MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION

March 5, 2012

The Board of Education of the East Windsor Regional School District, Hightstown, NJ, held a Regular meeting on **Monday, March 5, 2012** at 7:30 p.m. in the Hightstown High School Cafeteria located at 25 Leshin Lane, Hightstown, NJ.

Members Present: Paul Connolly, Bruce Ettman, Suzann Fallon, Bonnie Fayer, Christine Harrington, (7:52 pm) and Bob Laverty
Members Absent: Lisa Abel, Susan Lloyd, Kennedy Paul (with advance notice)
Also Present: Dr. Edward Forsthoffer, Chief School Administrator
Kurt Stumbaugh, SBA/Board Secretary
David Coates, Board Legal Counsel

ITEM 1. WELCOME

Board President Robert Laverty 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." Mr. Laverty 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."

Fire Code Compliance: Mr. Laverty made the following announcement: "In compliance with the fire code of the State of New Jersey, I call your attention to the emergency exits for this room, which are located.... "(Mr. Laverty pointed to the emergency exits.)

ITEM 2. PLEDGE OF ALLEGIANCE

ITEM 3.A APPROVAL OF AGENDA

Mr. Ettman moved, seconded by Ms. Fallon to approve the agenda with an addendum to staffing. On a roll call vote of the Board, motion to approve the agenda was carried unanimously.

ITEM 3.B RESOLUTION FOR CLOSED SESSION

Mr. Ettman moved, seconded by Ms. Fallon to approve the following resolution:

BE IT RESOLVED, that the Board of Education of the East Windsor Regional School District will hold two closed sessions during its regular meeting on February 13, 2012. These closed sessions concern:

1. Personnel Matters – employee issue
2. Litigation- update on employee legal matter
3. Contract Matters- with Roosevelt School District
4. Student Matters-Bullying

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

On a roll call vote of the Board, motion to approve was carried unanimously.

4. RECOGNITION: Kaitlynn Ely and The Rainbow Garden at the Walter C. Black School

The Board of Education and Dr. Forsthoffer recognized and congratulated Kaitlynn Ely, a freshman at Hightstown High School and a Walter C. Black School alumna, on earning her Girl Scout Silver Award for a community service project entitled "The Rainbow Garden". The garden was originally planted several years ago at the WCB school and was in need of a fresh start. Part of the project was the replanting of bulbs to create a rainbow effect each spring. Kaitlynn committed over 50 hours to complete the project and worked tirelessly redesigning the garden, creating a project list, soliciting donations, securing "labor", and building a creative sign to be placed at the center of the garden. The finished product is a wonderful addition to the WCB school and enjoyed by all.

5. RECOGNITION: MHK Faculty Advisor and Students for the 2011 Award Winning Issue of RED INK MAGAZINE – Richard Christiano – Advisor

Mr. Christiano and the MHK *Red Ink* staff have earned the rank of "Excellent" for the 5th year in a row, from the National Council of Teachers of English. This is especially impressive since most of the recipients of the award are given predominantly to magazines at the high school level. The members of *Red Ink* do a wonderful job of editing and planning the magazine as well as soliciting pieces from students and staff. The magazine includes essays, songs, letters, poetry reviews, memoirs and fictional stories along with an abundance of artwork.

The Board and District is proud to have the opportunity to recognize Mr. Christiano and his talented students, and thanks them for their hard work and dedication in putting out an "Excellent" publication every year!

The following students were recognized for their production of the award winning magazine RED INK:

Ananya Srinivasan, Angeli Sharma, Anindita Das, Anisha Mallampalli, Bianca Martinez, Christina Lee, David Alvarez, Emily Ackerman, Emily Kang, Ikroop Miglani, Ishika Sachdeva, Karla Baquero, Katie O'Shaughnessy, Keerthana Thekhalli, Kevin George, Krishna Nayar, Mairead Healy, Michael Barton, Nam Sivakumar, Paola DelToro, Parnika Puri, Pryanka Gulati, Sadaf Fafi, Sanjana Duggirala, Shivani Pandya, Siddharth Challani, Sneha Kamarajugadda, Stephanie Rosenthal, Susan Jaw, Swetha Subramaniam, Tara Lonsdorf

6. PRESENTATION: DISTRICT TECHNOLOGY

Michael Svoboda, Technology Analyst, gave a detailed and informative presentation on District usage of technology.

7. FIRST READING OF BOARD BYLAWS, POLICIES AND REGULATION

The following bylaw is being submitted to the Board for first reading:

Bylaw 0168 – Recording Board Meetings (Revised)

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

Policy 5519 - Dating Violence at School (New)

Policy 6424 - Emergency Contracts (Revised)

Policy 6472 - Tuition Assistance (New)

Policy 8505 - School Nutrition (Revised)

The following mandated regulation is being submitted to the Board for first reading:

Regulation 5519 – Dating Violence at School

0168 – Recording Board Meetings - Revised (Bylaw 0168 is SUGGESTED)

Boards of Education have been experiencing an increase in requests by members of the public to video record their Board meetings. Bylaw 0168 provides guidance on this issue. This current Bylaw is consistent with legal cases that have addressed this issue as there is no statute or administrative code to provide guidance. However, a district may desire a Bylaw that provides more detailed guidelines on video recording of Board meetings. Several legal cases (*Maurice River Township Board of Education v. Maurice River Township Education Association and New Jersey Education Association* – New Jersey Superior Court decision - 1982 and New Jersey Appellate Division decision - 1984 and *Robert Wayne Tarus v. Borough of Pine Hill* – New Jersey Supreme Court decision – 2007) held that a public Board may establish reasonable guidelines for public video recording of its proceedings. The issue of audio recording is not specifically addressed in any legal case, statute, or code so this revised Bylaw proposes less restrictive guidelines for the public's audio recording of a public meeting.

Bylaw 0168 has been revised to incorporate more detailed guidelines for video recording of public Board meetings consistent with the guidelines outlined in the above referenced legal cases. Adoption of this revised Bylaw should be a local decision and should be carefully reviewed by the Board and Board Attorney to determine if a detailed Bylaw in this area may be beneficial.

5519 – Dating Violence at School (New)

Dating violence legislation, P.L. 2011 Chapter 64 was recently signed requiring school districts to have a policy to prevent and respond to incidents of dating violence at school. The new law takes effect for the 2011-2012 school year and required the NJDOE to establish a task force to develop policy guidance. The NJDOE published its policy guidance on September 19, 2011. Strauss Esmay Associates developed Policy and Regulation Guide 5519 that incorporates the requirements of the new law and the policy language recommended in the NJDOE Policy Guidance. The Policy Guidance recommends certain language be included in the district's Policy that we typically include in a regulation as this language is more about procedure than Policy statements. We included these provisions in the new Regulation Guide and to be in compliance with the statute, we are requiring this Regulation Guide be a regulation that requires Board approval.

The new law requires each school district/charter school to approve a policy to prevent, respond, and educate their pupils, as well as their school community, on acts or incidents of dating violence. The Board's policy and must comply with the minimum requirements stated in the legislation in regards to the prevention, response, and education of their pupils in regards to incidents of dating violence that occur at school.

The policy must contain, at the minimum, the following requirements:

1. A statement that dating violence will not be tolerated;
2. Dating violence reporting procedures;
3. Guidelines for responding to at-school incidents of dating violence;
4. Discipline procedures specific to at-school incidents of dating violence;
5. Warning signs of dating violence; and
6. Information on safe, appropriate, school, family, peer, and community resources available to address dating violence.

These provisions have been incorporated into the new Policy and Regulation Guide and are consistent with the NJDOE's Policy Guidance published on September 19, 2011. **The NJDOE and the Policy Guidance state the content and format of local policies and procedures must be developed locally. Therefore, a district may make changes and revisions to this Policy and Regulation Guide that are consistent with the requirements of the law.**

The NJDOE Policy Guidance included a list of support agencies and suggested educational resources on dating violence that is included with this Policy Alert. In addition, the Guidance included a suggested Victim Safety Plan, a School-Based Stay-Away Agreement, and a Report Form. We made several revisions to these documents to be specific to dating violence as some of the forms included bullying and sexual harassment. In addition, we developed an Investigation Form. These forms and documents may be modified by a district. The district has the option to use the enclosed Victim Safety Plan or a Stay-Away Agreement. Each school district must also update their Code of Conduct to include consequences and remedial measures for confirmed acts or incidents of dating violence at school.

Policy Guide 5519 is MANDATED Regulation Guide 5519 is MANDATED

6424 – Emergency Contracts (Revised)

The statutory authority for Policy Guide 6424 – Emergency Contracts is N.J.S.A. 18A:18A-7 with no corresponding N.J.A.C. 6 or 6A – administrative code. However, an administrative code section governing community affairs, N.J.A.C. 5:34-6.1, requires the Superintendent of Schools to notify the Executive County Superintendent of Schools within three days of declaring an emergency. The notification must include the nature of the emergency and the estimated needs for goods or services to respond to the emergency. Policy Guide 6424 has been revised to incorporate this provision and some other clarifying language from N.J.A.C. 5:34-6.1. The Regulation Guide does not require any revisions. **Policy Guide 6424 is RECOMMENDED**

6472 – Tuition Assistance (New)

P.L. 2010, Chapter 13 (N.J.S.A. 18A:6-8.5) was approved on May 6, 2010 and has a significant impact on tuition assistance and additional compensation paid for a staff member who acquires additional academic credits or completes an advanced degree. The new statute has been the source of much debate and controversy regarding the interpretation of N.J.S.A. 18A:6-8.5.c. that indicates, “*The tuition assistance or additional compensation shall be provided only for a course or degree related to the employee's current or future job responsibilities.*” A district’s interpretation and implementation of this provision of the statute should be determined after consultation with the Board and the Board Attorney. Strauss Esmay Associates delayed publishing this Policy Guide anticipating some clarification from the New Jersey Department of Education or a Commissioner’s decision challenging a district’s interpretation of the provision. As of this Policy Alert there has been no clarification or published Commissioner’s decision challenging a district’s interpretation. **Policy Guide 6472 is RECOMMENDED**

8505 – School Nutrition (Revised)

The State of New Jersey Department of Agriculture recently provided districts an update regarding the Federal Healthy, Hunger-Free Act of 2010 and a new prohibition on schools offering whole milk or reduced fat milk (2%) and the requirement to offer potable water without charge during meal service. The State will be incorporating these and other changes in an update to be provided to districts later in the school year. However, these requirements are effective for the 2011-2012 school year; therefore, we have revised the current School Nutrition Policy Guide 8505 to reflect these changes. **Policy Guide 8505 is MANDATED**

Discussion on Item 7:

Mr. Ettman made inquiries regarding the policy on dating and violence.
Dr. Forsthoffer responded and gave an explanation on the correlation to goals of mandated policy.
Ms. Abel asked about the recording of Board meetings by private citizens and students.
Dr. Forsthoffer responded that the meetings are open to the public.

ACTION:

Mr. Ettman moved, seconded by Ms. Fallon to approve the Bylaws and Policies as submitted, on first reading. On a roll call vote of the Board, motion to approve was carried unanimously.

8. CSA ANNOUNCEMENTS

Dr. Forsthoffer updated the Board on the following topics:

- The elementary school science fairs.
- The Rogers School Wax Museum event - was very successful and well attended.
- Our District is a Mercer County Community College Satellite campus - we need to get the word out to raise participation.
- The HHS National Honor Society induction
- The upcoming performance of the high school drama club play “Anything Goes”.
- The upcoming April 4th 2012 District Curriculum Fair.

9. PRESENTATION AND APPROVAL OF THE 2012-13 TENTATIVE DISTRICT BUDGET

The approval of a tentative budget for submission to the Mercer County Superintendent of Schools is the first of two actions the Board will take on the budget. The Mercer County Superintendent of Schools will verify the budget in accordance with a check list prepared by the Department of Education and approve it for advertising. The Board will vote a second time on the budget after the public hearing. Changes can be made to the budget at that time.

School district policy and NJAC 6A:23B-1.2 (b) provide that the Board of Education shall establish in the annual budget a maximum expenditure that may be allotted for such travel and expense reimbursement for the 2012-13 school year. The 2012-13 budget includes a maximum of \$40,648 for this purpose.

RECOMMENDATION:

That the Board approve the attached 2012-2013 Tentative Budget and authorize the Chief School Administrator and the School Business Administrator to submit to the Mercer County Executive Superintendent of Schools the attached 2012-2013 Tentative Budget which includes:

- o Total Operating Fund Budget of \$78,079,932 and a
- o Local Tax Levy of \$57,937,456
- o Total Special Revenue Fund Budget of \$2,021,228
- o Total Debt Service Fund Budget of \$3,510,903 and a
- o Local Debt Service Fund Tax Levy of \$3,364,921

TRAVEL MAXIMUM:

It is recommended that the Board of Education establish the school district travel maximum for the 2012-13 school year at the sum of \$40,648 and that the school business administrator shall track and record these costs to ensure that the maximum amount is not exceeded.

Dr. Forsthoffer gave a detailed presentation of the EWRSD tentative budget for the 2012 -2013 school year. A question and answer period followed. The presentation is available for view on the district website.

10. FIRST OPPORTUNITY FOR PUBLIC COMMENT

No one spoke.

11. FIRST OPPORTUNITY FOR BOARD MEMBERS' COMMENTS

Ms. Fallon thanked the administration for all their hard work on the budget.

Mr. Laverty also expressed his thanks to all involved in the budget process.

Ms. Harrington commented on the priorities aligned with the budget and student needs have been made a priority.

12. EXECUTIVE SESSION

The Board held the first of two executive sessions.

13. MOTION TO APPROVE ROUTINE ITEMS BY EXCEPTION

At each of the regular meetings of the Board of Education, the Board is requested to approve routine agenda items in one action. The following items are recommended for Board approval:

- A. Staffing (with addendum)
- B. Emergent Hiring
- C. Bullying Report from February 13, 2012
- D. Approval of Teacher of the Year Winner
- E. Travel Related Expenses
- F. Volunteers
- G. Field Trips
- H. Non-Paid Club at HHS – Ping Pong Club
- I. Approval and Disposal of Surplus Property
- J. Staff Eligible for Mileage Reimbursement
- K. Revised Roosevelt Tuition Contract
- L. Approval of Minutes for February 13, 2012 meeting
- M. Compensation for Data Reporting Consultant
- N. Revised Board Secretary's Report for December, 2011
- O. Revised Treasurer's Report for December, 2011
- P. Board Secretary's Report - January, 2012
- Q. Treasurer's Report - January, 2012
- R. Transfer Report - January, 2012
- S. Bill List for March 5, 2012

Action:

Mr. Ettman moved seconded by Ms. Fallon to approve the Routine agenda items with the addendum to staffing, as submitted. On a roll call vote of the Board, motion to approve was carried unanimously.

Discussion:

Mr. Ettman asked for clarification on the item regarding the compensation for the District Data Reporting Consultant. Mr. Stumbaugh acknowledged that the “not to exceed” amount on the action sheet is inaccurate, and the Board will vote separately on that item with the revised amount. Mr. Stumbaugh also described the duties of the data reporting consultant and the various platforms of school level data reporting he is responsible for.

Action on Revision to Item 12.M: Compensation for Data Reporting Consultant

Mr. Ettman moved, seconded by Ms. Fallon to approve the revision to third paragraph on item 12.M to read“increase the annual maximum salary from \$30,000. to \$50,000”
On a roll call vote of the Board, motion to approve was carried unanimously.

A. Staffing (with addendum): as submitted

B. Authorization for Emergent Hiring Pending Completion of Criminal History Background Check

Sandra Johnson – Teacher

C. Bullying Report - discussed during Feb. 13, 2012 meeting.

D. Approval of Teacher of the Year Winner

On February 8, 2012 a committee consisting of teachers, administrators, parents and a Board member met to review applications for East Windsor Regional School District’s 2012-13 Teacher of the Year. After careful consideration, the committee selected Larissa Druding, a language arts teacher at MHK.

E. Travel Related Expenses

S. Small M. Griffin K. Akey	Curriculum Supervisors	March 28, 2012	Registrations to Attend I Pad Workshop "School Leaders Workshop", Foundation for Educational Administration, Monroe, NJ	825.00	2,475.00
M. Dzwonar	Asst. Supt.	March 6, 2012	Registration to Attend FEA Conference, "Learning About the Four Teacher Evaluation Systems, Monroe Township, NJ	75.00	75.00
M. Beckman	Student Services	March 14, 2012	Registration to Attend NJ Alliance for Social, Emotional and Character Development "Positive School Climate: The Antidote to Bullying" Workshop, Rider University, Lawrenceville, NJ	75.00	75.00
P. Phillips K. Natalizio	Curriculum Supervisors	March 28, 2012	Registrations to Attend I Pad Workshop "School Leaders Workshop", Foundation for Educational Administration, Monroe, NJ	825.00	1,650.00
K. Stumbaugh T. Thompson	Bus. Office	March 15, 2012	Professional Development Program, "Understanding the Food Service Income Statement and How to Properly Analyze, Plan and Improve Your Bottom Line," Doubletree Hotel, Mt. Laurel, NJ	75.00	150.00
E. Forsthoffer	Superintendent	March 6, 2012	Overview of Teacher Evaluation Systems, Foundation for Educational Administrators, Monroe, NJ	75.00	75.00
M. Dzwonar	Asst. Supt.	March 24,25,26, 2012	2012 Association for Supervision and Curriculum Annual Conference, Pennsylvania Convention Center, Philadelphia, PA	359.00	359.00

M. Dzwonar	Asst. Supt.	March 12, 2012	Registration and Attendance at Foundation for Educational Administration Workshop, "A Tool for Principals and Administrators," Monroe, NJ	75.00	75.00
K. Stumbaugh	Bus. Office	April 19, 2012	Registration and Attendance at NJASBO Professional Development Program, "Legal Update," Doubletree Hotel, Mt. Laurel, NJ	75.00	75.00
C. Ross	HHS Guidance	May 3, 2012	Registration and Attendance at CMI Workshop, "Grieving Children & Adolescents," Edison, NJ	79.99	79.99
I. Reitano S. Schaible	Transp.	March 25 and April 28, 2012	Attendance at Rutgers Continuing Studies/Center for Government Services Workshops for Transportation Supervisors, "Management & Supervisory Skills Review", Golden Nugget Hotel, Atlantic City, NJ and "Management and Supervisory Test Out", Center for Government Services, New Brunswick, NJ	300.00	300.00
S. Lloyd	BOE Member	March 12-19, 2012	Registration to Take Governance IV Mandated Training Webinar	50.00	50.00
M. Griffin, S. Shafi, B. Olsen, J. Chierici, K. Redler, M. Zdziarski, S. Parry, N. Sheehan, D. Lagnese, L. Ricicki, L. Masters	CTG Supervisor MHK teachers	March 14, 2012	Registration to attend the "From My Classroom to Yours" Conference, March 14, 2012 at Stockton College of NJ in Pomona, NJ	178.00	1,958.00
Total for Month					7396.99
<u>YTD Total</u>					<u>29,350.29</u>

F. Volunteers and Chaperones

For MHK: Mercedes Colon-Vargas

For HHS: Glenn Atkinson, Michael Zapicchi, Frances Reiss, Sean O'Connor, and Anastasia Lambros

For WCB: Ebony Felix, Marc Gulli, William Marco, Richard O'Connell, Rima Patel, and Joseph Restucci

G. Field Trips

Field Trips planned for Hightstown High School:

- Business Strategy Club – Finance Conference
Raritan Valley Community College, Branchburg Township, NJ
- French Club – Broadway Show *Wicked* Gershwin Theatre West 51st Street, NYC, NY

Field Trips planned for Melvin H. Kreps School:

- Shawnee High School - staff transporting student to NJASC Officer's Meeting
600 Tabernacle Rd., Medford, NJ
- Rancocus Valley High School - staff transporting student to NJASC Officer's Meeting
520 Jacksonville Rd., Mt. Holly, NJ

- Six Flags - staff transporting student to NJASC Officer's Meeting, Route 537, Jackson, NJ
- Southern Regional High School - staff transporting student to NJASC Officer's Meeting
90 Cedar Bridge Rd., Manahawkin, NJ
- TCNJ Fall Conference - staff transporting student to NJASC Officer's Meeting, Route 31, Ewing, NJ
- Washington Twp High School - staff transporting student to NJASC Officer's Meeting
529 Hurffville-Cross Keys Rd., Sewell, NJ

H. Non-Paid Club at HHS - Ping Pong Club

Hightstown High School would like to start a new club entitled "Ping Pong Club" which would fall under the category of a non-paid extracurricular activity with a teacher advisor. The purpose of the club is to provide for those students who are interested in an after school activity other than athletics. The advisor will be Christopher Edwards, a social studies teacher at HHS.

I. Declaration and Removal of Surplus Property

The **Melvin H. Kreps** music department is requesting Board approval for the disposal of **a piano** that is in very poor condition and has been deemed unrepairable by a professional tuner.

Description: One Hamilton model Baldwin upright piano.

The **Walter C. Black School** is in possession of **two pianos** that are also in very poor condition and beyond repair.

Description: One Hamilton model piano #000779
One Acrosonic piano #000789

The **High School** Family and Consumer Science Department and Art Department have **textbooks** that are outdated and no longer being used.

Description:

Discovering Food and Nutrition	1995	12 copies
Families Today	1994	19 copies
Relationships: A Study in Human Behavior	1972	12 copies
Married and Single Life	1988	17 copies
The Developing Child	1988	38 copies
Life Skills	1987	31 copies
Photo Technology	1974	5 copies
Focus on Photography	1981	10 copies

The **High School** has media equipment that is beyond repair and is no longer of useful service.

Description: One Magnavox TV #000048 serial #50307740.
One Hitachi VCR #QA857690 serial #40479776

The District will declare these items listed as surplus property to be sold at auction or disposed of at the Business Administrator's discretion.

J. Staff Eligible for Mileage Reimbursement for 2011-12 School Year

State travel regulations require the Board of Education to approve in advance payment for school related travel. The District compiles a list of individual(s) who may routinely receive the standard IRS mileage reimbursement rate for district related travel in accordance with collective bargaining agreements and unaffiliated employee terms of employment.

Staff to be added to this list: Cassandra Comperatore - School Psychologist

K. Revised Roosevelt Tuition Contract

The East Windsor Regional School District has a sending /receiving relationship with the Roosevelt Public School District in which East Windsor is the receiving District for Roosevelt's seventh through twelfth grade students, and this has been an ongoing relationship. At the February 13, 2012 meeting of the EWRSD Board of Education the Board approved the 2012-13 tuition contract with Roosevelt with a 2% increase in tuition rate.

The Memorandum of Agreement (Tuition Contract) with the Roosevelt School District has been REVISED to maintain last year's rate of tuition for the 2012-13 school year/reflect a 0% increase in tuition.

MEMORANDUM OF AGREEMENT
East Windsor Regional School District & Roosevelt Public School District

THIS AGREEMENT, made this day of **MARCH 5, 2012** between the Board of Education of the East Windsor Regional School District, Mercer County, New Jersey, hereinafter designated "East Windsor" and the Board of Education of the Borough of Roosevelt, Monmouth County, New Jersey, hereinafter designated as "Roosevelt;"

WITNESSETH THAT:

WHEREAS, East Windsor and Roosevelt wish to continue to maintain a sending/receiving relationship for Roosevelt's 7th through 12th grade students whereby Roosevelt, as the sending district, and East Windsor, as the receiving district, provide for the education of Roosevelt's 7th through 12th grade students - at its middle school for grades 7 and 8 and Hightstown High School for grades 9-12; and

WHEREAS, East Windsor and Roosevelt wish to provide for a method to calculate and provide for the payment of the "students sent and received" pursuant to NJAC 6:20-3.1 and also wish to establish a more formalized understanding of mutual interaction and communication, for a term of one year from July 1, 2012 through June 30, 2013; **NOW THEREFORE**, it is mutually agreed as follows:

1. Roosevelt shall be entitled to send its residents' school children of grades 7 through 12 to East Windsor schools during the term of this agreement.

2. Roosevelt agrees to pay East Windsor tuition charges which shall be fixed as follows:

A. Methods of Determining Tuition Charges:

1. Commencing with the 2012-2013 school year, the projected tuition charge per pupil for middle school students will be ten thousand seven hundred ninety one dollars (\$10,791.00), and for high school students ten thousand nine hundred eighty seven dollars (\$10,987.00). Special Services will be \$12,816.00 consisting of 6 periods at two thousand one hundred thirty six dollars (\$2,136.00.) per period. The **total** 2012-2013 projected tuition will be \$657,913.00 for 16 middle school students and for 43 high school students.

2. Both parties agree that when the actual tuition costs per student are finalized, any underpayment or over-payment of tuition will be paid in the second year following the tuition year. It is further agreed that the net amount due East Windsor will not exceed \$250 per student times the actual number of students covered by this contract.

3. Tuition cost for Roosevelt special education students placed out of district will be the responsibility of Roosevelt. However, the Roosevelt Chief School Administrator/Principal (CSA/Principal) and Child Study Team will be consulted on any placement decision at its inception by the East Windsor Child Study Team. Notice will be given to the Roosevelt Child Study Team regarding the IEP meeting to discuss this change of placement.

4. The Roosevelt CSA/Principal will be consulted at the inception of all proposed changes in placement that incur cost due to transportation or tuition such as but not limited to vocational or alternative school. This notice will be made prior to any parental notification of these proposed changes.

5. Any and all costs for the transportation of Roosevelt students to East Windsor will be the sole responsibility of Roosevelt. East Windsor agrees to offer whatever transportation jointure agreements are possible on an annual basis.

6. Tuition charges shall be paid annually (Sept. - June) in ten (10) monthly payments by Roosevelt to East Windsor upon Board approval at the regularly scheduled Board of Education meeting.

B. Articulation Between Districts:

1. Both East Windsor and Roosevelt agree that articulation and communication between the two districts is a necessary part of this contract. This articulation and communication will be through the Chief School Administrator (CSA) of East Windsor and the CSA/Principal of Roosevelt. Board of Education meeting agendas will be mailed routinely to each other through the CSA of East Windsor and the CSA/Principal of Roosevelt. A CSA or CSA/Principal may request his or her counterpart to place an item or items on a Board of Education meeting agenda. If the CSA or CSA/Principal agrees, said item(s) will be placed on the agenda and the requesting district will be able to make a presentation at that time. The Board of Education holding the meeting will determine after hearing the presentation what time limits will be set on any ensuing dialogue.

2. In an effort to enhance communication and articulation between the districts East Windsor and Roosevelt agree to: (a) have East Windsor forward standardized test scores and report card information for all residential students being sent from Roosevelt to East Windsor to the CSA/Principal of the Roosevelt School District;

(b) allow for articulation and interaction in the area of staff development activities and district committees exploring educationally related matters.

3. East Windsor agrees to provide a program of orientation for Roosevelt sixth graders and their parents in the spring of the school year prior to 6th graders entering middle school including a one day orientation at Kreps Middle School.

4. East Windsor agrees to provide Roosevelt with a copy of its policy manual and to advise Roosevelt of any policies which may be revised or replaced that concerns or relates to the middle school or high school program.

C. Other Provisions

1. In consideration of the payment by Roosevelt to East Windsor of the sums set forth above, all Roosevelt students covered under this agreement shall be admitted into East Windsor's middle or high school and taught therein during the term of this agreement, and such children shall be entitled to and shall receive like and equal instruction to that imparted to East Windsor children of like ages, grades, and departments and shall be accorded all the rights and privileges enjoyed by the resident students of East Windsor in attendance at the schools therein.

2. If during the length of this agreement Roosevelt wishes to expand its sending relationship to include additional grade levels, East Windsor agrees to negotiate that possibility.

3. Roosevelt and East Windsor agree to commence negotiations at least three months prior to the expiration of this Agreement to consider renewal or extension of this Agreement for a further term.

IN WITNESS WHEREOF: The parties hereto have caused these presents to be signed by their respective Presidents and their corporate seals to be hereto affixed and attested by their Secretaries the day and year first above written.

L. Approval of Minutes for February 13, 2012

The Board of Education routinely approves the minutes of each meeting. It is recommended that the Board approve the minutes of the regular meeting on February 13, 2012 as submitted. Minutes are posted on the District Website.

M. Compensation for Data Reporting Consultant*

The District is responsible for the submission to the NJ Department of Education numerous data reports via NJDOE data transmission platforms such as ASSA, SRS, Report Card and others. The District currently retains the services of a dedicated data reporting specialist familiar with our systems as the positions that performed these functions were reduced or eliminated. Mr. Jamie Velez is the District Data Reporting Consultant and was Board approved at the June 20, 2011 meeting, to be paid at the rate of \$50.00 per hour not to exceed \$30,000.

It has become necessary to increase the annual maximum salary from \$30,000 to \$50,000* for the 2011-12 school year. **Revised at meeting. Voted on separately.*

N. Revised Board Secretary's Report for December, 2011

Approval of the (revised) Board Secretary's report for the period ending December 31, 2011 is recommended as submitted. (On file in Business/Board Secretary's office).

O. Revised Treasurer's Report for December, 2011

Approval of the (revised) Treasurer's report for the period ending December 31, 2011 is recommended as submitted. (On file in Business/Board Secretary's office).

P. Board Secretary's Report for January, 2012

WHEREAS, the Board of Education has received the report of the Board Secretary and Treasurer for the month of January, 2012 submitted pursuant to N.J.S.A 18A:17-9, and

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

NOW, THEREFORE BE IT RESOLVED, the Board of Education accepts the above referenced reports and certifications and certifies that after review of the Secretary's monthly financial report (appropriation section), to the best of its knowledge, no major account or fund has been over expended in violation on N.J.A.C.6:20-2A.10(a)(1), and that sufficient funds are available to meet the district's financial obligations for the remainder of the year. It is recommended that the Board approve the Board Secretary's report for the period ending January 31, 2012.

Q. Treasurer's Report for January, 2012

The Report of the Treasurer of School Monies for the month of January, 2012, is submitted for approval. The Treasurer's report is in agreement with the Board Secretary's report.

R. Transfer Report for January, 2012

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. (There were no revenue adjustments made for the month of January.)

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. Bill List for March 5, 2012

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

RESOLVED: That the Board of Education approves the payment of bills and claims as submitted in the attached reports for the grand total amount of \$15,550,315.

14. SECOND OPPORTUNITY FOR PUBLIC COMMENT

No one spoke.

15. SECOND OPPORTUNITY FOR BOARD MEMBERS' COMMENTS

There were none.

16. EXECUTIVE SESSION

The Board went into closed session.

17. OPEN SESSION

18. ADJOURN

Ms. Harrington moved to adjourn the meeting.

Kurt Stumbaugh, Board Secretary