

MINUTES of the REGULAR MEETING on DECEMBER 7, 2015

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

Members Present: Pete Bussone, Paul Connolly, Bertrand Fougnes, Lilia Gobaira, Christine Harrington Tracy Healy, Robert Laverty, Kennedy Paul, Alice Weisman

Member(s) Absent: None

Also Present: Dr. Richard Katz, Chief School Administrator
Nicholas Puleio, Interim SBA/Board Secretary
David Coates, Board Legal Counsel

1. WELCOME/SUNSHINE NOTICE

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

2. PLEDGE OF ALLEGIANCE

3. A. MOTION TO APPROVE AGENDA

Action: Mr. Connolly moved, seconded by Mr. Paul to approve the agenda, as submitted.

Vote: On a roll call poll of the Board, Motion to approve was carried unanimously with 9 'yes' votes.

3. B RESOLUTION FOR EXECUTIVE SESSION

Mr. Connolly moved, seconded by Mr. Paul as follows:

"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, DECEMBER 7, 2015. These closed session's concern:

1. Personnel Matters
2. Student Matters (Bullying)
3. Attorney Client Privilege

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

Discussion: *Mr. Paul indicated an additional topic be added to the closed session items:

- *4. EWEA Negotiations

Mrs. Weisman: "Be it so moved, to include EWEA Negotiations as 4th topic for discussion in closed session."

Second: Ms. Harrington

Vote: On a roll call poll of the Board, Motion to approve was carried unanimously with 9 'yes' votes.

4. FIRST OPPORTUNITY FOR BOARD MEMBERS' COMMENTS

Ms. Gobaira suggested having a night for the community to meet/greet the new Superintendent.

Dr. Katz responded that he has visited all the schools and attended staff and PTO meetings as well, and he plans to attend future District events as they occur.

Ms. Harrington welcomed Dr. Katz to our District. Great to have him on board.

5. FIRST OPPORTUNITY FOR PUBLIC COMMENT

Dave Bell, of Hightstown, NJ, commented that he had to pull his daughter from attending the trip to France in March, and as a result the tour company is charging \$750. penalty for this action. Feels this is unfair, and has challenged this to deaf ears. Hopes the Board or someone in District with more “clout” can speak to the tour company on his behalf.

Dr. Katz responded he is aware of Mr. Bell’s situation and that Mr. Vinson has reached out to the company, and we can try to continue to pursue this issue.

6. SUPERINTENDENT’S REPORT

Dr. Katz updated the Board on happenings in the school district.

- Has started meeting with groups and individuals; staff, school leaders, board members parent groups, and plans to share information with Board in coming months.

SCHOOL NEWS/HIGHLIGHTS:

High School:

- At High School – conducted a number of on-site college admission days. Had 14 students that received admission to Rider University, in addition to grant money. In next two weeks have days scheduled with Montclair State, Fairleigh-Dickinson, William Patterson Kean and Rowan.
- 59 students have been inducted into the French German and Spanish honor Societies.

Kreps Middle School:

- The Kreps Robotics team Robothunder won the best project award at the FIRST LEGO League Steinert Slam qualifying event. The team’s project focused on the harmful effects of Styrofoam and received accolades from the judges.

McKnight School:

- The Student council has been invited by the township’s Senior Center to visit and join in a variety of activities. This affords an opportunity for students to enjoy time with seniors and provide a service to the community.
- Principal Kircher is an editorial advisor for “Principal Magazine” published by NAESP (National Association of Elementary Supervisors and Principals). She will be writing an article about our school’s process for setting and monitoring student academic and personal goals.

Drew School:

- 5th grade chorus has been invited to attend the American Young Voices concert at the Prudential Center in 2016. The center hosts 3000 elementary students across the State for an evening concert.

Rogers School:

- GNR celebrated the opening of the first “Reading Oasis Room” in Mercer County. This is a designated space in a school where kids and families have access to over 400 books in a kid friendly environment. It was opened with donations from the United Way of Greater Mercer County.

Black School:

- WCB is the first elementary school in Mercer County to join “Campaign Connect”; this is something that is already at the middle and high school. There are 4 students on the team.

PARCC:

- Grades 9-12: Individual student reports for grades 9-12 will be sent home on Tuesday, Dec. 8. Students who have not met a graduation requirement are receiving different letters and parents will each be contacted to discuss a plan for their child.
- Grades 3-8: Aggregated data has been provided by the State, as well as digital access to individual student scores; however, we have not yet received the score reports for parents and the information we do have is currently restricted. The ELL classes at Rogers may be the reason that school performed at noticeably lower levels than the other schools. Analysis is ongoing.

Black and Rogers Roofs:

- The roof projects at Black and Rogers are scheduled to occur this summer. We plan to bid in January, award the work in February, and start as soon as school ends in June. The estimated cost to do both roofs is \$3.1M of which the Board will be responsible for 60% (or \$1.9M). That amount is in the BOE capital reserve account, and earmarked for these projects.

Drew School Heating:

- We had a 3 inch heating pipe burst at the Drew school resulting in a flood in the computer lab. The pipe was immediately repaired by our staff. Fortunately there was minimal damage. Big thank you to Paul Hewins and his maintenance team for their quick and effective work in cleaning and drying the room.

EIRC (Educational Information and Resource Center) Technology Health Check:

- EIRC conducted this review in September and recently provided us with a report. It reinforces we are in excellent condition, and also makes some suggestions for us to consider. Would like an ad hoc BOE committee to meet with reps. from EIRC and also help us determine next best steps.

Upcoming Board meetings:

- January 4th is the reorganization meeting.
- January 11th, regular meeting.

7. EXECUTIVE SESSION the Board went into closed session at 7:50 p.m.

7a. RETURN TO OPEN SESSION

8. SECOND OPPORTUNITY FOR BOARD MEMBERS’ COMMENTS

No one spoke.

9. SECOND OPPORTUNITY FOR PUBLIC COMMENT

No one spoke.

10. MOTION TO APPROVE ROUTINE ITEMS BY EXCEPTION

Mr. Connolly moved, seconded by Mr. Paul as follows:

“Having read and reviewed the materials received, I move the board approve the routine agenda items as submitted, with a revision to the resignation of an employee known to the Board to include: *subject to receipt of an unconditional and irrevocable letter of resignation effective as of 2/29/16.*”

- **Out of District Placements in Private & Public Schools**
SHIP Midland Park

Tuition September 3, 2015 through June 30, 2016

1. Student: #103028 RSY \$ 6,000.00

- **Professional Services for Students:** Consultants to provide children with disabilities a free appropriate public education as defined by the Individuals with Disabilities Education Act (IDEA).

Capital Health	Auditory Processing Evaluation	\$450 per evaluation
Children’s Health Care Association of NJ	Neurological and Neurobehavioral Evaluation	\$500
The College of New Jersey	Assistive Technology Evaluation	\$750 – \$1,200

East Windsor Regional School District Board of Education

• **Staffing**

12/7/15	Bennett, Catrina	Appoint	Bus Driver	Transp	4	\$27.18/hr	12/8/15	6/30/16	Replace: Brown-reassigned from sub
12/7/15	Johnson, Patrick	Appoint	Educational Assistant	HHS	1	\$24,149	TBD	6/30/16	Repl: Platizky-pending clearance
12/7/15	Rinaudo, Renee	Appoint	Clerk-12 Month	EMK	2	\$33,546	TBD	6/30/16	Repl: Lisk-pending clearance
12/7/15	Schweder, David	Appoint	Custodian - Black Seal	HHS	1	\$35,732	TBD	6/30/16	Repl: Marfo-pending clearance
12/7/15	Roe, David	Appoint	Director of Student Services	SS		\$145,000	1/18/16	6/30/16	Revised start date salary prorated from start date
12/7/15	Bonilla, Diana	Extra pay	Payroll/Benefits Spec.	Admin		\$277.49 per diem		6/30/16	Sell back 2 vacation days
12/7/15	Jablonski, Carol	Extra pay	Secretary-Conf	Admin		\$218.04 per diem		6/30/16	Sell back 2 vacation days
12/7/15	Novak, Patricia	Extra pay	Secretary-Conf	Admin		\$239.62 per diem		6/30/16	Sell back 2 vacation days
12/7/15	Anders, Sarah	Extra pay	Nurse	MHK		\$37 per day		6/30/16	nursing service in another school
12/7/15	Caceres, Tamara	Extra Pay	Chaperone Event	MHK		\$37 per event		6/30/16	
12/7/15	Torres, Sindy	Extra Pay	Chaperone Event	MHK		\$37 per event		6/30/16	
12/7/15	Boczany, Kristin	Extra pay	Athletic Event	HHS		\$37 per event		6/30/16	
12/7/15	Biondi, Samantha	Extra pay	Athletic Event	HHS		\$37 per event		6/30/16	
12/7/15	Employee #4477	LOA					12/1/15	1/3/16	Unpaid sick leave; revised end date
12/7/15	Employee #4478	LOA					12/16/15	2/29/16	Unpaid sick leave w/benefits employee contributions
12/7/15	Employee #5210	LOA					10/28/15	11/20/15	Revised end date
12/7/15	Employee # 5628	LOA					10/19/15	6/22/16	SD 10/19-12/16; PD 12/17-12/18; NJFLA 12/21/15-3/18/16; unpaid FL 3/21-6/22/16
12/7/15	Marfo, Anthony	Reassignment	Custodian - Black Seal	WCB				11/2/15	Repl: Baus - from HHS night shift to day
12/7/15	Platizky, Deena	Reassignment	Educational Assistant 1-1	HHS			TBD	6/30/16	From EA-New position
12/7/15	Baus, David	Resignation	Custodian - Black Seal	WCB				10/23/15	Corrected end date
12/7/15	Juzwiak, Thomas	Resignation	Teacher - Music	MHK				2/29/16	Accept resignation for the purpose of retirement - Yrs: 22
12/7/15	Barto, Samuel	Retirement	Teacher - Science	HHS				6/30/16	Yrs: 33
12/7/15	Intravartolo, Nina	Retirement	Kidcare Instructor	CS				12/23/15	Yrs: 11
12/7/15	Williams, David	Retirement	Teacher - English	HHS				6/30/16	Yrs: 28
12/7/15	Diaz, Patricia	Substitute	Bus Driver	Transp		\$22.30/hr	12/8/15	6/30/16	

• **Addendum to Staffing**

A12/7/15	Devanney, Andrew	Appoint-LOAR	Teacher Health-PE	EMK	1-BA	\$57,492		4/6/16	Extended end date for empl# 4130
A12/7/15	Benjamin, Stephani	Appoint-LOAR	Teacher Elementary	WCB	1-BA	\$59,222		6/22/16	Entended end date for empl # 4162
A12/7/15	Cohen, Stefanie	Appoint/LOAR	Teacher Elementary	GNR	1-MA	\$59,222		5/18/16	Entended end date for empl # 4111
A12/7/15	Employee # 5645	LOA					12/4/15	TBD	
A12/7/15	Employee # 5831	LOA					2/22/16	6/3/16	SD 2/22-3/4, NJFLA 3/7-6/3

• **Bullying Report from November 16, 2015**

• **Donations:**

1). Bristol-Myers Squibb to HHS FIRST Robotics

Bristol-Myers Squibb, through Mr. Frederick Egenolf, Director of Community Affairs, P.O.Box 4000, Princeton, NJ 08543-4000, would like to donate \$6,000 to the FIRST Robotics Team of Hightstown High School. These funds will be used to cover fees and expenses for the FIRST Robotics Competitions.

2). TRUMPF Photonics to HHS FIRST Robotics

Greg Charache of TRUMPF Photonics, Inc., 2601 Us Route 130 South, Cranbury, NJ 08512 has arranged a \$2,000 donation to the FIRST Robotics Team of Hightstown High School. The funds will be used to support team expenses and fees.

3). Parent to MHK Middle School

Middle school parent Ms. Lynn Weingarten, 49 Oxford Drive, East Windsor, NJ 08520 entered and won a contest, and will give the Kreps School her winnings of \$1,500. The funds will be placed in the Student Activities Account which supports the school clubs.

4). Fundraising Campaign Run by HHS Teacher Club Advisor

Ms. Felicia Alexander, O Ambassadors Club advisor at the high school, participated in a "Go Fund Me" campaign and raised \$1,140.86. These funds will offset the expenses for the Club's "We Day" trip to Minnesota, BOE approved last September, and took place in November.

East Windsor Regional School District Board of Education

• **Travel & Related Expenses**

M. Tiedemann C. Ruchlin J. Corrigan M. Navarro	Student Services	Jan 28, 2016	Four registrations to attend Working With Transgender Clients Workshop, in Princeton, NJ	55.00	220.00
A. Aliperti	GNR	Feb 8, 2016	Registration attend Legal One- Affirmative Action Officer Cert. Monroe, NJ	150.00	150.00
J. Smedley	HHS	Dec 16-17, 2015	Registration to attend Microsoft Excel Techniques, King of Prussia, PA	359.00	359.00
J. DiLorenzo	PLD	Dec 8, 2015	Registration to attend Differentiating Math K-12 Workshop, Piscataway, NJ	195.00	195.00
M. Svoboda	Tech	Jan 28-29, 2016	Registration to attend TECHSPO 2016, Atlantic City, NJ	420.00	420.00
M. Svoboda	Tech	Jan 28-29, 2016	Anticipated expenses to attend TECHSPO 2016, Atlantic City, NJ	350.00	350.00
M. Dzwonar K. Weiss M. Griffin S. Small R. Ridge	Curriculum	Jan 28-29, 2016	Five registrations to attend TECHSPO 2016, Atlantic City, NJ	420.00	2,100.00
M. Dzwonar K. Weiss M. Griffin S. Small R. Ridge	Curriculum	Jan 28-29, 2016	Anticipated expenses to attend TECHSPO 2016, Atlantic City, NJ	4@350 1@250	1,750.00
J. DiLorenzo	PLD	Jan 28, 2016	Reg. for Activity & Games to Enhance Mastery of Measurement, Geometry and Data Standards, Gr 3-5, Piscataway, NJ	195.00	195.00
M. Tiedemann M. Beckman	Student Services	Jan 28-29, 2016	Registration to attend TECHSPO 2016, Atlantic City, NJ	420.00	840.00
M. Tiedemann M. Beckman	Student Services	Jan 28-29, 2016	Anticipated expenses to attend TECHSPO 2016, Atlantic City, NJ	350.00	700.00
J. Smedley	HHS	Jan 28-29, 2016	Registration to attend TECHSPO 2016, Atlantic City, NJ	420.00	420.00
J. Smedley	HHS	Jan 28-29, 2016	Anticipated expenses to attend TECHSPO 2016, Atlantic City, NJ	350.00	350.00
N. Farias M. McCabe M. Bergazyn Mrs. Quigg (parent on committee)	WCB	Date changed from Dec 17, 2015 to Mar 2, 2016	Four refundable registrations to attend A Training For School Safety and Climate Teams, New Brunswick, NJ	N/A	N/A
M. Tiedemann E. Ogintz L. Mosca S. Tafone R. Rodriguez	Student Services	Dec 11, 2015	Anticipated expenses to attend JCC Special Needs Symposium, Branchburg, NJ	30.00	150.00
R. Katz	Superintendent	Jan.13,21, Feb 2, 2016	Registration to attend Stronge Training (TEPES), Piscataway, NJ	447.00	447.00
R. Katz	Superintendent	Feb 4, 2016	Registration to attend Stronge Training (LEPES), Piscataway, NJ	149.00	149.00
J. Ely	Personnel	Jan 19, 2016	Reg. to attend Excel Basics, Cherry Hill, NJ	79.00	79.00
Monthly Total					\$8874.00
YTD Total					\$42,567.00

- **Approval of New Core Resources for Grades 7 & 8 World Languages**

The current resources for Spanish, French, and German include: Expresate!: Spanish 1, Edition 1, by [Houghton Mifflin Harcourt](#), Pub. Date: 02/28/2007, Bien Dit! - French 1 Publisher: [Houghton Mifflin Harcourt Publishing Company](#), 2008, and Komm mit!: Student Edition Level 1, 2006. These texts were purchased in class sets with an online resource for students and teachers. Since that time the text books have become outdated with language and technical vocabulary which is no longer in use. Additionally, what online resources there were are no longer being supported by their companies. As part of this review process, several texts were reviewed last year by a committee including the entire World Language department at Melvin H. Kreps Middle School, the Vice Principal, and World Language Supervisor. Multiple representatives from no fewer than four textbook companies were given time to meet with and present their programs to the committee members. Once again, this school year, the preferred selections from each of the languages were welcomed back to review their program offerings and specifics to the committee. Based on this feedback and research, approval is requested for the adoption of the new primary resources: *Vista Higher Learning: Spanish v 1 & 3 (2017)*, *French v 1 (2015)*, and *EMC School Deutsch Aktuell 7th Edition* in our Middle School World Language Department. This update is necessary to best implement the Model Curriculum, adopted by the NJDOE along with the Cumulative Progress Indicators by Unit which accompany the document. These new online materials will support the department's student assessment with chapter and benchmark models aligned to the program. These core resources will enhance opportunities for digital assessment, online practice of speech and language acquisition, as well as create awareness of current world events, places, and cultural exposure through a multitude of rich multimedia cultural and linguistic resources. Additionally, professional development will be offered to teachers to support the implementation of the new core resources effectively in all classrooms. Board approval is recommended for the adoption of the aforementioned primary Middle School World Languages core resources to fully implement the New Jersey State Model Curriculum for World Language for September 2016.

- **Change Order #2: TNT Construction RE: HHS Science Lab & Elevator Additions**

Approve Change order #2 received from Garrison Architects with the Contractor TNT Construction Co.

This change order is a credit in the amount of \$6,319.09 for the unused allowance.

➤ Original Contract Sum was	3,213,900.00
➤ Net change by previously authorized Change Orders	46,608.59
➤ Contract sum prior to this Change Order was	3,260,508.59
➤ Contract Sum will be decreased by in the amount of	(6,319.09)
➤ New contract sum including this change order will be	3,254,189.50

The contract time will be unchanged. Date of substantial completion as of the date of change order is unchanged.

- **Declaration and Removal of Surplus Property: 7 maintenance vehicles**

There are 7 old vans / trucks (list is attached) that were used by the Building and Grounds Department that are no longer serviceable and beyond reasonable repair. As these vehicles are no longer being used and taking up valuable space in the maintenance yard, it is in the best interest of the District to offer them for sale via the auction site Gov.Deals.org. Board approval is requested to declare these vehicle as surplus property. (per N.J.S.A.18A:18A-43.) (List of vehicles on file in Business office.)

- **Joint Transportation Agreement with Princeton Public Schools for 2015-16**

BE IT RESOLVED that the East Windsor Regional School District Board of Education approves the joint transportation agreement for the 2015-16 school year with Princeton Public School District as indicated below.

Princeton Public Schools will be the "**Host District**" and **EWRSD** will be the "**Joiner District**" for the following route (destination):

- Princeton (Host): Route # ROC1 to Rockbrook School (1 student)
- EWRSD (Joiner): 1 student Annual Cost to EWRSD: \$24,485.40

- **Tuition Contract with Rubino Academy**

The East Windsor Regional School District sends students to the Thomas J. Rubino Academy. At the August 10, 2015 the Board approved the articulation agreement to allot /hold 5 slots for the District for 2015-16 school year. The attached contract is for one 9th grade and one 12th grade regular education students who were admitted in October, 2015.

- **Board Secretary and Treasurer's Report for October, 2015**

WHEREAS, the Board of Education has received the report of the **Board Secretary and Treasurer** for the month of **OCTOBER, 2015** 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.

- **Transfer Report for October, 2015**

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 EWRSB 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.

- **Bill List for December 7, 2015 in the total amount of: \$7,819,952.30**

- **Lease Purchase Financing of New School Buses**

RESOLVED: by the Board of Education of the East Windsor Regional School District to acquire 8 new school buses and to finance this purchase by means of lease purchase financing in an amount not exceeding \$750,000. and to authorize Phoenix Advisors, LLC as financial advisor and McManimon, Scotland & Baumann, LLC, as special counsel for the purpose of advising and assisting with the proposed lease purchase financing of the equipment, to include the advertisement for bids to finance the equipment, delegating the award of the bid, authorizing the execution of the lease and related documents, and authorizing other actions necessary to complete the transaction (complete detail of resolution on file in Business office).

- **Professional Services Appointment**

It is recommended that the Board appoint Michele E. Berenwick, CPA as business office staff accountant at rate of \$50.00 per hour not to exceed 150 hours, effective 12/21/15.

- **Approval to Authorize the Busch Law Group to Conduct an Independent Investigation**

Board approval is requested for a current personnel matter.

Vote: *On a roll call poll of the Board, Motion to approve routine agenda items under exception was carried unanimously with 9 'yes' votes.*

11. EXECUTIVE SESSION – not needed

12. ADJOURN

Respectfully submitted by *Nicholas Puleio, Interim BA/Board Secretary*