

***EAST WINDSOR REGIONAL SCHOOL DISTRICT, HIGHTSTOWN, NJ 08520***

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION**

**January 24, 2011 7:30 p.m.**

**The Board of Education of the East Windsor Regional School District held a Regular meeting on Monday, January 24, 2011 at 7:30 p.m. in the Hightstown High School Cafeteria , 25 Leshin Lane, Hightstown, NJ.**

Members Present: Paul Connolly, Suzann Fallon, Bonnie Fayer, Christine Harrington, Bob Lavery,  
Susan Lloyd, Kennedy Paul and Alice Weisman

Members Absent: Bruce Ettman (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 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.”

Fire Code Compliance: Ms. Weisman made the following announcement: “In compliance with the fire code of the State of New Jersey, I call your attention to the emergency exit for this room, which is located.....”

(Ms. Weisman pointed to the emergency exit.)

**ITEM 2. PLEDGE OF ALLEGIANCE**

**ITEM 3.A APPROVAL OF AGENDA with Addendum**

Mr. Lavery moved, seconded by Ms. Lloyd to approve the agenda with the addition of Item 12 Q “Reschedule of March 21<sup>st</sup> Meeting” as submitted.

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

**ITEM 3.B RESOLUTION FOR CLOSED SESSION**

Mr. Lavery moved, seconded by Ms. Lloyd 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 January 24, 2011.

These closed sessions concern personnel matters, litigation, contract matters, and attorney /client privilege.

Minutes 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.

**ITEM 4. RECOGNITION OF PARENT VOLUNTEERS**

Dr. Forsthoffer recognized thanked the parent volunteers who helped in the set up of our book rooms in the elementary schools over the summer. The book room concept was developed to meet the needs of our students with different reading abilities and to expand their reading skills as part of the language arts curriculum. These parent volunteers spent countless hours placing bar codes and shelving approximately 5,000 books. On behalf of the Board and staff, Dr. Forsthoffer expressed the District's appreciation and gratitude for their efforts.

**ITEM 5. PRESENTATION OF MATH CURRICULUM FOR GRADES K-5**

A presentation of the K-5 math curriculum was provided by Darlene Nemeth, our K-5 Elementary Supervisor, using a power point presentation and instructional video clip featuring some of our students.

Discussion:

Ms. Fallon thanked Mrs. Nemeth for the very interesting presentation. Asked how data was analyzed.

Mrs. Nemeth explained that we have different groups per grade level, and grade level meetings use the data to analyze student achievement.

Ms. Harrington asked about the different ways to teach multiplication.

Mrs. Nemeth responded that there are different strategies for teaching multiplication and they are used as every child learns differently.

The presentation will be posted on the District website.

**ITEM 6. SECOND READING OF BOARD POLICIES**

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

- 2431.3 - Practice and Pre-Season Heat-Acclimation for Interscholastic Athletics (New)
- 3144 - Certification of Tenure Charges (Revised)
- 4159 – Support Staff Member/School District Reporting Responsibilities (New)
- 5516 – Use of Electronic Communication and Recording Devices (Revised)
- 6112 – Reimbursement of Federal and Other Grant Expenditures (New)
- 6830 – Audit and Comprehensive Annual Financial Report (Revised)
- 8310 – Public Records (Revised)

**BACKGROUND:**

**2431.3 – Practice and Pre-Season Heat-Acclimation for Interscholastic Athletics (New)**

The New Jersey State Interscholastic Athletic Association (NJSIAA) recently published recommended Pre-Season Heat-Acclimation Guidelines providing guidance for student-athlete with the purpose of minimizing injury and enhancing the player's health, performance, and well-being. The guidelines also provide parameters for the number of practices per week and the amount of practice time. School districts have requested a Policy Guide that is consistent with these NJSIAA guidelines. This new Policy Guide and these guidelines should be reviewed by administrative and athletic department staff members and revisions may be made as these guidelines are only NJSIAA recommendations.

In addition, it is recommended the school physician review this Policy prior to Board approval.

Policy Guide 2431.3 is **SUGGESTED**

**3144 - Certification of Tenure Charges (Revised)**

Recent changes in several sections of N.J.A.C. 6A:3-5 – Charges Under Tenure Employees' Hearing Act require revisions and updating to Policy Guide 3144 – Certification of Tenure Charges. A new Policy Guide 3144 has been developed to replace the existing Policy Guide 3144 and a new Regulation Guide 3144 has been developed to be included in the district's Regulation Manual. Although a Policy and Regulation are not mandated by law, Strauss Esmay recommends a Board adopt this Policy Guide and include the new Regulation Guide in its Manuals. Regulation Guide 3144 is very specific in outlining the procedures and timelines to be followed when tenure charges are instituted against tenured teaching staff members.

Policy Guide 3144 is **RECOMMENDED**

Regulation Guide 3144 is **RECOMMENDED**

**4159 – Support Staff Member/School District Reporting Responsibilities (New)**

N.J.A.C. 6A:9-17.1 was revised in 2009 requiring certificated staff members to report to the Superintendent of Schools their arrest or indictment for any crime or offense within fourteen days. Policy Guide 3159 was developed and provided to SEA client school districts in August 2009 in Policy Alert 186. However, N.J.A.C. 6A:9-17.1 did not establish the same reporting requirement for non-certificated staff. School administrators have requested a Policy Guide to include the same reporting requirements for non-certificated staff as required of certificated staff in accordance with N.J.A.C. 6A:9-17.1. Policy Guide 4159 has been developed to include the same reporting requirements for non-certificated staff. However, N.J.A.C. 6A:9-17.1 indicates the consequence for the failure to report by a certificated staff member could result in a certificate revocation or suspension, while this is not an option for non-certificated staff members. Policy Guide 4159 for non-certificated staff members indicates a consequence for failure to report may result in disciplinary action in accordance with law. It is recommended a district discuss this Policy Guide with non-certificated staff representatives before recommending Board adoption.

Policy Guide 4159 is **RECOMMENDED**

**5516 - Use of Electronic Communication and Recording Devices (Revised)**

The availability and ever-changing types and uses of electronic communication and recording devices requires Policy Guide 5516 be reviewed on a regular basis. Policy Guide 5516 has been revised to provide guidance to school districts regarding a pupil's use of electronic communication and recording devices. One option prohibits the possession or use of a device on school grounds at any time. A second option does not prohibit possession or use of a device on school grounds, but only permits the device to be used during the school day with permission. Very few school districts permit electronic communication device use during class passing times or during a pupil's lunch and free period, which is not an option in this Policy Guide. This Guide also includes the remotely activated paging device mandated requirements of N.J.A.C. 6A:16-5.8 regarding student fire fighters, first aid, and rescue squad volunteers. Districts should carefully review the two options for electronic communication and paging devices provided in the Policy Guide. Presently, the use of electronic communication devices, except paging devices, is not governed by any statute or code and a district has flexibility when developing a policy regarding these devices. The revisions to this Policy Guide are extensive and this revised Policy Guide should replace the existing Policy Guide 5516. Policy Guide 5516 is **MANDATED**

**6112 - Reimbursement of Federal and Other Grant Expenditures (New)**

Recent American Recovery and Reinvestment Act (ARRA) monitoring auditors are requiring school districts to have a formal Board approved policy concerning the reimbursement of Federal grants be submitted to the New Jersey Department of Education (NJDOE) for review. The NJDOE recently published a policy and procedure guidance, *New Jersey Department Of Education Policies And Procedures For Reimbursement Of Federal And Other Grant Expenditures – July 2008*, on the NJDOE website. New Policy and Regulation Guides have been developed using this NJDOE guidance. The Regulation Guide should be reviewed by the staff member responsible for submitting the reimbursement requests. Policy and Regulation Guides 6112 are mandated as the NJDOE is requiring a policy and regulation/procedure during ARRA monitoring.

Policy Guide 6112 is **MANDATED**

Regulation Guide 6112 is **MANDATED**

**6830 – Audit and Comprehensive Annual Financial Report (Revised)**

Administrative code sections in N.J.A.C. 6A:23A – Fiscal Accountability, Efficiency, and Budgeting Procedures, adopted in final form in December 2009, replaced many of the administrative code sections of N.J.A.C. 6A:23 – Finance and Business Services. Many of the new N.J.A.C. 6A:23A administrative code sections were just relocated from the now reserved N.J.A.C. 6A:23 chapter. N.J.A.C. 6A:23-2.2 – Principles and Directives for Accounting and Reporting was relocated to N.J.A.C. 6A:23A-16.2 with minor revisions. Policy Guide 6830 has been revised to include the new legal citations with a few additional minor changes.

Policy Guide 6830 is **MANDATED**

**8310 - Public Records (Revised)**

Two recent New Jersey Appellate Court decisions and pending legislation (A559) concerning the New Jersey Open Public Records Act (OPRA) require revisions to Policy and Regulation Guides 8310. In *John Paff v. City of East Orange*, 407 N.J. Super. 221, the Court supported a Government Records Council (GRC) decision upholding the OPRA custodian's determination to not accept OPRA requests via fax and requiring all requests to be mailed or hand-delivered. This Court decision makes accepting faxed OPRA requests an option provided requests are accepted by mail or hand-delivery. In *Smith v. Hudson County Register*, 411 N.J. Super 538, the Court indicated public agencies must charge requestors of government records no more than the reasonably approximated "actual costs" of copying such records. However, subsequent to the *Smith* decision, the Senate and Assembly approved Assembly Bill 559. This legislation establishes standard fees for paper copies made pursuant to an OPRA request and will supersede the "actual cost" provisions of *Smith*. A559 is expected to become law within the immediate future and in anticipation of A559 becoming law, Policy and Regulation Guides 8310 have been updated to make acceptance of OPRA requests via fax an option and the sections of the Guides concerning copy costs have been updated to reflect the copy fee provisions of A559. A559 includes a flat rate fee of 5 cents for letter size copies and 7 cents for legal size copies. Until A559 becomes law, districts should charge the actual cost for copies as outlined in the *Smith* decision. The formula for calculating actual cost is outlined in Section E.1. of the revised Regulation Guide 8310 included in this Policy Alert. Districts are advised to check Strauss Esmay's website to keep informed on the effective date for A559.

Policy Guide 8310 is **RECOMMENDED**

Regulation Guide 8310 is **RECOMMENDED**

Discussion:

Ms. Fayer commented that in Mr. Ettman's absence, she would like to state that she is also opposed to a District Board of Education having to vote on State mandated policies.

Mr. Lavery commented on the policy regarding certification of tenure charges, and that it will impact our contract language during negotiations.

Mr. Lavery also commented on the policy regarding use of electronic communication recording devices. He noted that it is an important addition to our anti-bullying policy and should be brought to students' attention that the Board has acted on this. Also, that there are severe disciplinary consequences for the mischievous use of recording devices by students and staff.

Ms. Fallon commented on cell phone usage. It was confirmed that cell phones are allowed in class but they must be turned off.

**Action:** Mr. Lavery moved, seconded by Ms. Fayer to approve the above listed Board policies on second reading as submitted. On a roll call vote of the Board, motion to approve was carried unanimously.

**ITEM 7. SECOND READING OF BY-LAW #0173 – DUTIES OF PUBLIC SCHOOL ACCOUNTANT (REVISED)**

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

**0173 – Duties of Public School Accountant (Revised)**

Administrative code sections in N.J.A.C. 6A:23A – Fiscal Accountability, Efficiency, and Budgeting Procedures, adopted in December 2009, replaced many of the administrative code sections of N.J.A.C. 6A:23 – Finance and Business Services. Many of the new N.J.A.C. 6A:23A administrative code sections were recodified from N.J.A.C. 6A:23 without any revisions. N.J.A.C. 6A:23-2.2 – Principles and Directives for Accounting and Reporting was relocated to N.J.A.C. 6A:23A-16.2 with minor revisions. Bylaw 0173 has been revised to include the new legal citations with a few additional minor changes.

**Action:** Mr. Lavery moved, seconded by Ms. Fayer to approve Board of Education By-Law #0173 on second reading as submitted. On a roll call vote of the Board, motion to approve was carried unanimously.

**ITEM 8. ANNOUNCEMENTS**

Dr. Forsthoffer spoke on the following topics:

- Thanked our maintenance department and the municipal road crews for getting the roads clear so quickly on and around the school grounds.
- The PTO meeting at GNR had a decent turnout. There will be a PTO meeting at WCB also this week.
- Attended the MHK production of Cinderella. Commended the hard work and excellent talent of our students. Encouraged all to attend our student plays and musicals.
- Report cards going out soon.
- Town hall meeting last Tuesday, about 50 people attended and it went very well.
- Budget information will be distributed as it is available. It will be a lean year for 11-12.
- Charter Schools/Vouchers – spoke about these two movements/ choice initiatives and their impact on school districts.
- April 14 is the District Curriculum Fair. Planning is underway for a very entertaining and educational event.

Ms. Fayer commented that if public money is going into non public schools, they should have to abide by all State regulations and rules as public schools do.

Ms. Fallon commented that taxes would have to be adjusted to accommodate the change due to charters and vouchers. She expressed her concern about the creation and process of new charter schools in the area.

Ms. Weisman commented that she attended the HHS Coffee House. Was extremely impressed by the talent of our student vocalists and musicians. There were also poetry readings and a skit performance. Had an absolutely wonderful time.

**ITEM 9. FIRST OPPORTUNITY FOR PUBLIC COMMENT** – No one spoke.

**ITEM 10. FIRST OPPORTUNITY FOR BOARD MEMBERS COMMENTS**

Ms. Harrington commended Dr. Forsthoffer for his efforts in conducting an excellent presentation at the recent Town Hall meeting.

Ms. Fallon also agreed that the Town hall meeting went very well.

Mr. Laverty commented on the HHS Coffee House. A lot of credit goes to the current music department for their creative and innovative ideas. They have done a tremendous job in the set up and coordination of that event, and all the musical programs. He reiterated his opinion that the District should seriously consider a Facebook page to reach out to a wider audience to share the positive news and accomplishments of our students and our district.

Dr. Forsthoffer commented that it could be a great way for us to get our information out there, and will work with the District technology department on moving this idea forward.

**ITEM 11. FIRST EXECUTIVE SESSION**

Not needed.

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

- A. Staffing
- B. Emergent Hiring
- C. Travel Related Expenses
- D. Approval of Elective – Fashion Studies for HHS
- E. Updated District Goals for 2010-2011
- F. Field Trips
- G. Volunteers
- H. MHK Band/Chorus Overnight Field Trip to Hershey Park
- I. Gym Equipment Donation to MHK School

- J. Resolution: Local Government Energy Audit
- K. Hightstown High School Skylight Removal
- L. Transportation Jointure with Robbinsville School District
- M. Roosevelt Tuition Contract
- N. Board Secretary’s Report for December, 2010
- O. Treasurer’s Report for December, 2010
- P. Bill and Claims Report for Jan. 24, 2011
- Q. Addendum: Rescheduling of March 21, 2011 meeting to March 24, 2011.

**Action:**

Mr. Laverty moved, seconded by Ms. Fayer, to approve the routine agenda items as submitted. On a roll call vote of the Board, motion to approve was carried unanimously.

**A. Staffing as submitted.**

**B. Emergent Hiring**

Board approval is recommended for the submission of an application for emergent hiring pending completion of the criminal history background check to the County Superintendent for the following individual(s):

- Matthew Grinkevich – Teacher

**C. TRAVEL RELATED EXPENSES**

J. Elorza	Student Services	March 2 and May 25, 2011	Systems 3000 Training , Eatontown, NJ	No Charge	
M. Ali	Student Services	March 2 and May 25, 2011	Systems 3000 Training , Eatontown, NJ	No Charge	
J. Albertson	Bldgs. & Grounds	Feb7, 2011	Asbestos Operations & Maintenance Refresher Course, NAETI, 3321 Doris Avenue, Ocean Township, NJ	135.00	135.00
G. Dilts	Bldgs. & Grounds	Feb 7, 2011	Asbestos Operations & Maintenance Refresher Course, NAETI, 3321 Doris Avenue, Ocean Township, NJ	135.00	135.00
P. Hewins	Bldgs. & Grounds	Feb 7, 2011	Asbestos Operations & Maintenance Refresher Course, NAETI, 3321 Doris Avenue, Ocean Township, NJ	135.00	135.00
W. McGovern	Bldgs. & Grounds	Feb. 7, 2011	Asbestos Operations & Maintenance Refresher Course, NAETI, 3321 Doris Avenue, Ocean Township, NJ	135.00	135.00
J. Albertson	Bldgs. & Grounds	Feb. 7, 2011	Employee/Supervisor Intact Removal of Flooring Materials Refresher Course (VAT Refresher), NAETI, 3321 Doris Avenue, Ocean Township, NJ	70.00	70.00
J. Cavanaugh	Bldgs. & Grounds	Feb. 7, 2011	Employee/Supervisor Intact Removal of Flooring Materials Refresher Course (VAT Refresher), NAETI, 3321 Doris Avenue, Ocean Township, NJ	70.00	70.00
G. Dilts	Bldg. Grds	Feb. 7, 2011	Employee/Supervisor Intact Removal of Flooring Materials Refresher Course (VAT Refresher), NAETI, 3321 Doris Avenue, Ocean Township, NJ	70.00	70.00

Minutes of the January 24, 2011 Meeting

G. Dilts III	Bldgs. & Grounds	Feb. 7, 2011	Employee/Supervisor Intact Removal of Flooring Materials Refresher Course (VAT Refresher), NAETI, 3321 Doris Avenue, Ocean Township, NJ	70.00	70.00
P. Hewins	Bldgs. & Grounds	Feb.7, 2011	Employee/Supervisor Intact Removal of Flooring Materials Refresher Course (VAT Refresher), NAETI, 3321 Doris Avenue, Ocean Township, NJ	70.00	70.00
T. LoBue	Bldgs. & Grounds	Feb 7, 2011	Employee/Supervisor Intact Removal of Flooring Materials Refresher Course (VAT Refresher), NAETI, 3321 Doris Avenue, Ocean Township, NJ	70.00	70.00
R. Sexton	Bldgs. & Grounds	Feb. 7, 2011	Employee/Supervisor Intact Removal of Flooring Materials Refresher Course (VAT Refresher), NAETI, 3321 Doris Avenue, Ocean Township, NJ	70.00	70.00
W. Sweeney	Bldgs. & Grounds	Feb. 7, 2011	Employee/Supervisor Intact Removal of Flooring Materials Refresher Course (VAT Refresher), NAETI, 3321 Doris Avenue, Ocean Township, NJ	70.00	70.00
S. Zircher	McKnight School	Feb. 16 & 25, 2011	"Improve Your NJASK Scores in LA" Workshop, Foundation for Educational Administrators, Jamesburg, NJ	275.00	275.00
R. Dias	Drew School	Feb.4, 2011	"Proficiency and Beyond Train the Trainer Conference", Mariott Hotel, Princeton, NJ	199.00	199.00
J. Jutcovich	Student Services	Jan 31 - Mar 31, 2011	Virtual Video Course for Advanced Healthcare Education	179.00	179.00
J. Oldak	Student Services	Jan 31 - Mar 31, 2011	Virtual Video Course for Advanced Healthcare Education	179.00	179.00
G. Bryant	Student Services	Jan31 - Mar 31, 2011	Virtual Video Course for Advanced Healthcare Education	179.00	179.00
M. Csatari	Student Services	Jan 31 - Mar 31, 2011	Virtual Video Course for Advanced Healthcare Education	179.00	179.00
L. Locke	Student Services	Jan 31 - Mar 31, 2011	Virtual Video Course for Advanced Healthcare Education	179.00	179.00

T. Katz	Student Services	Jan.31 - March 31, 2011	Virtual Video Course for Advanced Healthcare Education	179.00	179.00
D. Schmell	Student Services	Jan 31 - March 31, 2011	Virtual Video Course for Advanced Healthcare Education	179.00	179.00
D. Feaster	Personnel	Feb 3, 2011	Workshop on "How Common Core State Standards Should Influence Teaching, Learning and Leadership, Park Central Hotel, NYC	399.00	399.00
D. Nemeth	Personnel	Feb 3, 2011	Workshop on "How Common Core State Standards Should Influence Teaching, Learning and Leadership, Park Central Hotel, NYC	399.00	399.00
<b>Total for Month</b>					<b>4,124.00</b>
<b><u>YTD Total</u></b>					<b><u>9,694.99</u></b>

**D. APPROVAL OF ELECTIVE – FASHION STUDIES FOR HHS**

The District is offering an elective called Fashion Studies as a 2.5 credit elective in the 2010-11 school year. Fashion studies will provide the essentials of learning the nature of fashion, sources of fashion, apparel development and design, and selection of fashion for various lifestyles. Students completing this course will be able to apply knowledge and skills acquired in an entry level fashion related career or as a knowledgeable consumer. Students electing to take this course will be responsible for materials required for optional projects. Curriculum will be written and approved upon sufficient enrollment.

**E. UPDATED DISTRICT GOALS FOR 2010-11**

Board approval is recommended for the updated East Windsor Regional School District Goals and Objectives for student achievement under four specific headings.

**Instruction:** Develop and enhance the current curriculum while creating additional learning strategies to increase student instruction in literacy.

**Staff Development:** Develop and implement a comprehensive staff development program that is directly tied to improving student achievement with a strong focus on literacy.

**Communication:** Improve communication within the District and community.

**Resources:** Maximize the use of District resources and engage in academically sound educational practices.

**F. FIELD TRIPS**

Field Trips are planned for the Walter C. Black School:

2/22 and 24/11 Fifth Grade Classes to Centra State Medical Center, Student Health Awareness Center  
901 West Main Street, Freehold, NJ

**G. VOLUNTEERS**

The following have offered to volunteer/chaperone.

**Hightstown High School:** Steven Anzuini-Assistant Baseball Coach

**Melvin H. Kreps:**

Richard Horner, Ryan Kotarsky, Lourdes Torres, Angela Achebe, Mary Astarita, Harinder Baja, Ana Cepeda, Michelle Charache, Archand Cristino, Mrs. Daniels, Leslie Dau, Brian/Linda Demko, Linda Dennehy, Susan Di Benedetto, Deborah Fontanzez, Bertrand & Karen Foughnies, Victoria Fredrick, Carolyn Freedman, Manisha /Puneet Gulati, Lynda Hagens, Carolyn Harris, Kelly Ivarone, Ulrica Infonsino, Kevin/Maryann Jarvis, Jerry/Laura Jerkiewicz, Ali/Zein Kazmy, J acek & Danuta Kita, Seth Kurs, Ronald & Helen Levinson, Alice Weisman, (Mintz), Joseph/Jennifer Nagy, Michael/Frances Newell, J.Michael/Julie Real, Frank/Catherine Roberts, Rocco/Angela Romero, Andrew/Sharon Reyer, Cynthia Sandoval, Fred & Suzanne Simon, Catherine Smith, Phil/Alexis Swart, Mary Branstrom, Edward Fago, Susan Harvey, Maria Jaramillo, Lynn Manangan, Melissa Stowhasser, Cathy Wroblewski, Valerie Camacho, Bruce/Diane Ackerman, Elena Afanassenkov, Nicola Alston, Beverly Basham, Kathleen Bonacorda, Donna Brennan, Donald Brown, Michelle Catana, Irene Conchar, Beverly Crabtree, Michelle Delury, Douglas/Theresa Ely, Puneet/Manisha Gulati, Anne Lugo, Stephanie Muller, Vaishakhi Nayar, Marianna Nicklaus, Christine Obrien, Michelle Paul, Sandra Petak, Colleen Schintzler, Sanford/Amy Tootleman, Barry Davis, Donna Joseph, Sonya Greenwood (nurse), Hala Sherif, Karina Ordonez, Dawn Roehr, Krista Saufler, Jamillah Edwards

**H. MHK BAND/CHORUS OVERNIGHT FILED TRIP TO HERSHEY PARK**

The Melvin H. Kreps Middle School 8<sup>th</sup> grade band and chorus would like to do an overnight trip to Hershey Park in Lancaster, PA leaving on May 13 and returning on May 14, 2011.

**I. DONATION OF GYM EQUIPMENT TO THE MHK SCHOOL**

Mr. Robert Mull, father of a teacher at MHK, PO Box 49, Crosswicks, NJ 08515 would like to donate 12 low-impact hydraulic exercise machines to the Melvin H. Kreps Middle School. The equipment will be used by the Physical Education Department.



**J. LOCAL GOVERNMENT ENERGY AUDIT**

The State of New Jersey has made funds available to assist local units of government including NJ Local Education Agencies (Boards of Education), in performing energy conservation related projects. The first step in the process is completion of an energy audit, and to Board approve a resolution to participate in the Process. It is recommended that the Board approve the resolution for participation in the local government energy audit program

**EWRSD RESOLUTION FOR LOCAL GOVERNMENT ENERGY AUDIT**

**WHEREAS**, the New Jersey Board of Public Utilities Office of Clean Energy administers the Local Government Energy Audit Program (Program), and incentive program to assist local government agencies to conduct energy audits and to encourage implementation of energy conservation measures; and,  
**WHEREAS**, the Board of Education of the East Windsor Regional School District has decided to apply to participate in the Local Government Energy Audit Program; and,  
**WHEREAS**, the facilities to be audited are in New Jersey, are owned by the East Windsor Regional School District, are served by a New Jersey regulated public utility and that the East Windsor Regional School District has not already reserved \$100,000 in the Program this year as of this application; and,  
**WHEREAS**, it is acknowledged that acceptance into the Program is dependent on the Scope of Work and cost proposal, and that Program rules will have to be met in order to receive incentive funds; and,  
**WHEREAS**, upon acceptance into the Program, the East Windsor Regional School District will prepare Facility Data Forms and Scopes of Work for each facility to be audited, solicit quotations from the authorized contractors, and submit the Part B application; and,  
**WHEREAS**, the East Windsor regional School District understands that energy audit work cannot proceed until an Application Approval Notice is received from the Program;  
**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education of the East Windsor Regional School District approves the submission of an application for participation in the Local Government Energy Audit Program of the New Jersey Board of Public Utilities.

**K. HIGHTSTOWN HIGH SCHOOL SKYLIGHT REMEOVAL**

In order to get a building permit for the removal of the Hightstown High School library skylight removal project ( ID 1245-050-11-1000) we need to obtain NJDOE approval.

Board resolution is required authorizing Garrison Architects to prepare the necessary NJDOE documents for an “other capital project” approval, and the District acknowledges that it will receive no State aid for this project.

**RESOLVED:** That the Board of Education authorize Garrison Architects to prepare the necessary NJDOE documents for “other capital project” approval. The District acknowledges that we will not receive State aid for this project. This project will be funded (approx. \$15,000) from the comprehensive roof projects funds remaining in Fund 30.

**L. TRANSPORTATION JOINTURE WITH ROBBINSVILLE SCHOOL DISTRICT**

**BE IT RESOLVED** that the East Windsor Regional School District Board of Education approves the following joint transportation agreement with the Robbinsville Public School District.

Robbinsville Public School District will be the “Host District” for the following route:

<u>HOST DISTRICT</u>	<u>SCHOOL</u>	<u>ROUTE</u>	<u>COST</u>
Robbinsville Public Schools	New Grange	# NGAT	\$14,520.00

**M. ROOSEVELT TUITION CONTRACT**

The East Windsor Regional School District has a sending /receiving relationship with the Roosevelt Public School District. East Windsor is the receiving District for Roosevelt's seventh through twelfth grade students, and this has been an ongoing relationship.

It is recommended that the Board approve the Memorandum of Agreement with the Roosevelt School District for the 2011-2012 school year as submitted.

**N. BOARD SECRETARY'S REPORT FOR DECEMBER 2010**

**WHEREAS**, the Board of Education has received the report of the Board Secretary and Treasurer for the month of December, 2010 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.

**O. TREASURERS REPORT FOR DECEMBER 2010**

The Report of the Treasurer of School Monies for the month of December, 2010 is submitted for approval. The Treasurer's report is in agreement with the Board Secretary's report.

**P. BILL AND CLAIMS REPORT FOR JANUARY 24, 2011**

**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 \$625,335.89

**13. SECOND OPPORTUNITY FOR PUBLIC COMMENT**

No one spoke.

**14. SECOND OPPORTUNITY FOR BOARD MEMBERS COMMENT**

No one spoke.

**15. EXECUTIVE SESSION**

**16. OPEN SESSION**

**17. ADJOURN**

---

**Kurt Stumbaugh, Board Secretary**