

Date: June 2, 2014

Dept. Business Office

SUBJECT: Approval of Minutes: MAY 5, 2014 Regular Meeting

The Board of Education of the East Windsor Regional School District, Hightstown, NJ, held a regular meeting on **May 5, 2014** at 7:30 p.m. in the cafeteria of Hightstown High School located at 25 Leshin Lane, Hightstown, NJ

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

Members Absent: None

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 Ms. Fallon, 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.

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, May 5, 2014. These closed sessions concern:

- Attorney Client Privilege – Bid Protest
- Student Matters – Bullying (Attachment for BOE only)

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 9 'yes' votes.

4. RECOGNITION: EWRSD TEACHER OF THE YEAR – Ms. Luann Masters

Dr. Forsthoffer introduced Assistant Superintendent of Personnel, Ms. Debbie Feaster who presented the EWRSD Teacher of the year to Ms. Luann Masters, an 8th grade social studies teacher. Ms. Feaster described the process of the selection of this award recipient, and shared with the Board and audience a summary of Ms. Masters' career as a teacher; her interests and achievements.

5. FIRST OPPORTUNITY FOR PUBLIC COMMENT

No one spoke

6. FIRST OPPORTUNITY FOR BOARDMEMBERS COMMENTS

Ms. Gobaira asked if the parents of the district ever requested uniforms for the students or if this option was ever considered.

Ms. Weisman commented that she cannot recall this topic ever being discussed or brought up.

Mr. Laverty spoke on the upcoming NJSBA Delegate assembly. He explained that NJSBA has its own positions on legislations and it votes on resolutions to add to the State School Board policy. He summarized the items up for vote at the meeting which include a resolution submitted by Glassboro Board of Ed. supporting full State funding for New Jersey's school of choice program ; a resolution from the Readington Township Board of Ed. to promote ability of local school boards to negotiate and determine staff attendance at conferences; a resolution by the Hamilton Township Board of Ed. asking that NJSBA policy include new language for funding of preschool program that preschool be mandated and paid for by the State; and a resolution proposed by Upper Pittsgrove and Alloway Twp. School Boards addressing the voting rights of sending and receiving districts. Mr. Laverty noted the assembly will convene on Saturday, May 17 if anyone else is interested in attending.

Mr. Connolly commented on the STEM workshop day he attended at NASA in Greenbelt MD. They offer a wealth of resources and had a lot to offer as to integrating STEM into school curriculum. We should inquire with NJSBA on how to take advantage of it.

Ms. Harrington commented on the Board of Education calendar draft.

Ms. Weisman suggested including it in the next board packet for discussion at the next meeting.

Ms. Fallon commented that Science teacher, Dr. Franco Paoletti had his thesis published. We should send a letter of congratulations from the Board to him or recognize his achievement at a Board meeting.

Ms. Weisman commented that she met with Dr. Forshoffer regarding the District Construction projects, and they discussed the formation of a Board construction committee. Ms. Weisman asked for volunteers. Ms. Weisman, Mr. Connolly, Mr. Laverty and Ms. Fallon expressed interest.

7. PRESENTATION & PUBLIC HEARING ON REVISED 2014-15 PROPOSED BUDGET

Dr. Forsthoffer, using a power point display, gave a presentation of the revised and proposed final 2014-2015 District budget, that is going up for Board approval this evening.

8. RESOLUTION to APPROVE the 2014-2015 BUDGET

Mr. Connolly moved, seconded by Ms. Fallon to approve the 2014-15 Budget as follows:

WHEREAS, the tentative budget for the East Windsor Regional School District was presented to the Board of Education and approved for submittal to the County Superintendent at the March 10, 2014 meeting, and

WHEREAS, since that time, changes have been made to the budget which were implemented into the final 2014-2015 budget up for approval this evening,

THEREFORE BE IT RESOLVED that the East Windsor Regional Board of Education approves the revised 2014-2015 proposed budget as the final 2014-2015 budget, and authorizes the Chief School Administrator and Business Administrator to submit to the Mercer County Superintendent of Schools the 2014-2015 budget which includes a

- **Total Operating Budget of \$82,448,295** and a
- **Local Operating Budget Tax Levy of \$60,278,129**
- **Total Grants and Entitlements Fund Budget of \$1,614,479**
- **Total Repayment of Debt Fund Budget of \$3,338,453** and a
- **Repayment of Debt Fund Tax Levy of \$3,201,658**

RESOLVED: there should be raised for operating budget, \$60,278,129 tax levy for the ensuing school year 2014-2015.

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

Discussion:

Mr. Lavery commented that the finance committee along with Dr. Forsthoffer, Mr. Thompson and the independent consultant had spent much time on this budget and it is pretty well vetted. The science lab issues and ongoing construction was a major consideration in creating the budget.

Mr. Fougny commented that a lot of work goes into the budget process. The budget reflects that we actively are managing our expenditures.

9. ANNOUNCEMENTS

Dr. Forsthoffer spoke on the following topics:

- The FIRST Robotics team is featured in the current issue of RAM Page. They came in 16th place out of 100 in the International Division. He commended this achievement and we are very proud of this team.
- NJASK testing has started.
- As June 16 is the M.H. Kreps promotion and also a scheduled Board meeting, he suggests moving the meeting date to the 23rd of June. Will get that up for approval at the next meeting.

10. EXECUTIVE SESSION

Not needed.

11. SECOND OPPORTUNITY FOR PUBLIC COMMENT

No one spoke.

12. SECOND OPPORTUNITY FOR BOARDMEMBERS COMMENTS

Ms. Weisman noted she is unable to attend the upcoming May 12th Board meeting; Mr. Connolly will preside.

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 after reviewing the materials up for approval.

Mr. Connolly moved, seconded by Ms. Fallon, to approve the listed routine agenda items as submitted.

- A. Staffing
- B. Bullying Report from April 7, 2014
- C. Field Trips
- D. Overnight Field Trip – HHS Teen PEP to Murray Grover Retreat Center

- E. Travel and Related Expenses
- F. Elementary Supply List
- G. Submission of FY2013-2014 Title 1A, 2A, 3A Amendments
- H. Professional Services to Students
- I. IDEA FY 2014 Application Amendment
- J. Transportation Agreement with Mercer County Special Services School District
- K. Approve Alternate Check Signer for GNR
- L. Declaration and Removal of Surplus Property – PLD Overhead Projectors
- M. Resolution: Capital Project Application for Elevator Addition at Hightstown High School
- N. Approve Edwards Engineering Group for Professional Services Related to HHS Track Resurfacing Bid
- O. Approval of Minutes for March 24, 2014 meeting
- P. Bill List for May 5, 2014
- Q. Revised District Consultant Contract
- R. Approval of Contract for Interim Superintendent
- **Vote: On a roll call poll of the Board, motion to approve was carried unanimously.**

A. Staffing - as submitted.

B. Bullying Report as discussed on April 7, 2014 during executive session

C. Field Trips

- 5-14-14 HHS/MHK – O Ambassadors Club
 Brookdale Community College , Lincroft, NJ

D. Overnight Field Trip – HHS Teen PEP to Murray Grover Retreat Center

HHS teachers Ms. O’Connor and Ms. Brower would like to take 15 students from Teen Prevention Education Program (Teen PEP), a senior alternate class for health and physical education, on an overnight trip to the Murray Grover Retreat and Renewal Center, 431 N. Main St., Lanoka Harbor, NJ from June 13–15, 2014. The students will be staying on campus and attend an interactive peer-led workshop which will address a range of sexual health topics. Since this is a class, costs will be covered by the HS budget.

E. Travel and Related Expenses

D. Nemeth S. Kaminsky	Curriculum & Assessments	July 14-18, 2014	Two registrations to attend Teacher Prep: Connect Ed-Engaging in Argument from Evidence, Lawrenceville, NJ	250.00	500.00
Monthly Total					500.00
YTD Total					46156.00

F. Elementary Supply List

As students will require certain supplies at the beginning of the new school year, teachers may provide a list of these items needed to their students.

G. Submission of FY 2013-14 Title 1A, 2A, 3A Amendments

The Title 1A reallocation will provide the necessary funding for educational programs to meet the needs of our academically at risk students during the 2013-2014 school year.

The amendment will read:

Function/Object	Total Amount
100-100	\$363,895
100-300	\$100
100-500	\$13,300
100-600	\$44,601

200-200	\$64,537
200-300	\$11,878
200-500	\$10
200-600	\$1,000

The Title 2A reallocation will provide the necessary staffing to ensure teachers are provided with an opportunity for professional development that advances teacher understanding of effective instruction strategies that are based on scientifically based research. The amendment will read:

Function/Object	Total Amount
100-100	\$6,109

The Title 3A reallocation will provide the necessary funding for educational programs to meet the needs of our ELL students during the 2013-2014 school year and provide the necessary professional development materials to advance teacher understanding of effective instruction to meet the needs of our ELL population. The amendment will read:

Function/Object	Total Amount
100-600	\$33,631
200-600	\$1,584

H. Professional Services to 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
Daytop	Home Instruction	Per fee schedule
Preferred Home Health Care & Nursing Services Inc.	Nursing Services	Per Fee Schedule

I. IDEA FY 2014 Application Amendment

Board Approval is recommended for the IDEA FY 2014 Application Amendment to include the IDEA FY 2013 Carry-Over Funds:

- Preschool: \$7,849.00
- Basic: \$9,492.00

J. Transportation Agreement with MCSSSD

The school district belongs to “The Mercer Cooperative Transportation System” (M.C.T.S) for the purpose of sharing transportation expenses of special education students sent to private and other schools located outside of the school district. Mercer County Special Services School District is the lead agency for the system. Each year the school district approves a transportation agreement to remain part of the cooperative system.

K. Approve Alternate Check Signer for GNR

It is recommended that the Assistant Principal be authorized as an alternate check signer for petty cash and student activity accounts for the Rogers Elementary School.

L. Declaration & Removal of Surplus Property – PLD Overhead Projectors

The Perry L. Drew School has several overhead projectors that are outdated and have been replaced by document cameras. That the Board approves that these items be declared as surplus property to be disposed of, recycled, or sold at auction per the discretion of the SBA.

M. Resolution: Capital Project Application for Elevator Addition at HHS

It is in the best interest of the District to install an elevator at the high school. This project, though State approved, will receive no State aid funding. The District will utilize money in the Capital Reserve account to fund this project. Board approval is recommended by resolution as stated below.

RESOLUTION: Authorizing Garrison Architects to Prepare Capital Project Application for Elevator Addition at Hightstown High School

Whereas, it is in the best interest of the East Windsor Regional School District (EWRSD) to install an elevator for staff and student usage at Hightstown High School; and

Whereas, the Board of Education and District Administration acknowledge that the project, though State approved, will not receive State aid for this addition; and the District will utilize money in the Capital Reserve account to fund this project; therefore

Be it Resolved, that the EWRSD Board of Education approves the capital project application for the elevator addition at Hightstown High School, and

Be it Further Resolved, that the EWRSD Board of Education authorizes **Garrison Architects** to prepare said capital project application and to amend the District's Long Range Facilities Plan to include this project.

N. Approve Edwards Engineering Group for Professional Services - HS Running Track

The High School running track is in need of recoating along with ongoing localized full depth repairs maintenance as needed. The district reached out to its engineering firm of record, **Edwards Engineering Group, Inc.**, of Somerville, NJ, for a proposal to prepare plans, specifications and construction details for public contractor bidding for this purpose. The firm will also administer and oversee the bid process on the district's behalf.

O. Approval of Minutes for March 24, 2014 meeting - as submitted; posted on District website.

P. Bill List for May 5, 2014 for a total amount of: \$1,268,113.51

Q. Revised District Consultant Contract

The Board will revise Mr. Ronald Bolandi's current contract as a consultant to the District to include his assistance with the upcoming new superintendent search.

R. Approve Interim Superintendent Contract – Dr. James C. Baker

The District has identified the need for an interim Chief School Administrator to serve while a permanent replacement for Dr. Forsthoffer is sought. Dr. James C. Baker is a veteran Superintendent with a wealth of experience and is available for the assignment.

- Discussion:

Ms. Fallon was interested to read the agenda item for the Teen PEP retreat. Always considered it a worthwhile program.

Ms. Weisman pointed out the staffing item indicated the retirement of two employees Ms. Gayle Parker and Cathy Anzuini. They have been with the District a very long time and wished them well.

14. EXECUTIVE SESSION

The Board went into closed session.

15. OPEN SESSION

16. ADJOURN

**Recorded by Thaddeus Thompson
Board Secretary**

(transcribed by C. Jablonski, Confidential Secretary)