

Minutes of the Regular Meeting of the East Windsor Regional School District Board of Education April 28, 2008 (Organization Meeting)

The Board of Education of the East Windsor Regional School District held a regular meeting on Monday, April 28, 2008 at the Hightstown High School cafeteria.

ITEM 1: WELCOME / SUNSHINE NOTICE & FIRE CODE

Board Secretary Kurt Stumbaugh called the meeting to order at 7:35 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 promptly to any member of the public requesting them from the Board Secretary at the Administration building located at 25A Leshin Lane, Hightstown, NJ. Minutes will be provided at cost and in accordance with Board policy.” Mr. Stumbaugh 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.”

Members Present: Stuart Dolgon, Suzann Fallon, Bonnie Fayer James Hauck, Robert Lavery, Susan Lloyd, Kennedy Paul Alice Weisman

Also Present: Kurt Stumbaugh, Business Administrator/Board Secretary
David Coates, Board Legal Counsel.

Members Absent: Bruce Ettman

Also Absent: Ronald Bolandi, District Superintendent

Compliance with Fire Code:

Mr. Stumbaugh 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.....” (Mr. Stumbaugh pointed to the emergency exit.)

ITEM 2: PLEDGE OF ALLEGIANCE

Mr. Stumbaugh asked those present to join in the pledge of allegiance to the flag.

ITEM 3: A. APPROVAL OF AGENDA

Having read the material received Mr. Lavery moved, seconded by Mr. Dolgon, to approve the agenda. It was decided that Item 6T (Code of Ethics) be removed, to be discussed separately per QSAC requirements.

On a roll call vote, members voting yes: Mr. Dolgon, Ms. Fallon, Ms. Fayer, Mr. Hauck, Mr. Lavery, Ms. Lloyd, Mr. Paul, Ms. Weisman. Members voting no: none. Members abstaining: none.

Motion was carried: unanimously.

ITEM 3: B. RESOLUTION FOR CLOSED SESSION

Mr. Lavery moved, seconded by Mr. Dolgon, to approve the following resolution:

BE IT RESOLVED, that the Board of Education of the East Windsor Regional School District will hold a closed session during its regular meeting on April 28, 2008. This closed session concerns:

1. Personnel Matters
2. Litigation
3. Contract Litigation

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

On a roll call vote, members voting yes: Mr. Dolgon, Ms. Fallon, Ms. Fayer, Mr. Hauck, Mr. Lavery, Ms. Lloyd, Mr. Paul, Ms. Weisman. Members voting no: none.
Members abstaining: none. Motion was carried unanimously.

ITEM 4. ELECTION REPORT

Mr. Stumbaugh, School Business Administrator/Board Secretary, presented to the Board, the results of the School Election and Budget vote.

Ms. Weisman, Ms. Fallon and Ms. Lloyd were elected to serve another 3 year term, 2008-2011.

The Budget was passed: 1171 yes to 967 no.

ITEM 5. SWEARING IN

The Board Secretary administered the oath of office to Ms. Weisman, Ms. Fallon and Ms. Lloyd

ITEM 6. BOARD ORGANIZATION

A. Election of Board President

Ms. Fallon moved, seconded by Mr. Dolgon to nominate Ms. Alice Weisman to continue as Board President for the 2008-09 school year.

On a roll call vote, members voting yes: Mr. Dolgon, Ms. Fallon, Ms. Fayer, Mr. Hauck, Mr. Lavery, Ms. Lloyd, Mr. Paul, Ms. Weisman. Members voting no: none.

Members abstaining: none. Motion was carried unanimously.

Ms. Weisman took her seat as Board President and control of the meeting.

B. Election of Board Vice President

Ms. Fallon moved, seconded by Mr. Dolgon to nominate Mr. Robert Lavery to continue as Board Vice President for the 2008-09 school year.

On a roll call vote, members voting yes: Mr. Dolgon, Ms. Fallon, Ms. Fayer, Mr. Hauck, Mr. Lavery, Ms. Lloyd, Mr. Paul, Ms. Weisman. Members voting no: none.

Members abstaining: none. Motion was carried unanimously

Mr. Lavery took his seat as Vice President.

C. BOARD POLICIES, BYLAWS, CURRICULUM / COURSE ADOPTION

The Board is asked to approve the following:

- Approve the EWRSD Board of Education will continue its existing policies and bylaws including the by exception agenda procedure.
- Approve the District's existing K-12 curriculum and course offerings for the 2008-09 school year in accordance with N.J.A.C. 6:8-3.5
- Approve the adult high school program of studies and graduation requirements for the 2008-09 school year."

D. DEPOSITORIES OF SCHOOL FUNDS

"I move the Board approve the following depositories for school funds with the duly certified signatures as listed. "

Accounts @ Commerce Bank

General Account
Payroll Account
Unemployment Trust Account
Payroll Agency
Petty Cash Account
Capital Reserve Account
Capital Projects Account
Cafeteria Account
Community Education Internal Account
Student Services Internal Account
Curriculum Internal Account
Awards Trust Account-Scholarships

Required Signatures

President, Board Secretary and Treasurer of School Monies
Treasurer of School Monies
President, Board Secretary and Treasurer of School Monies
President, Board Secretary and Treasurer of School Monies
President, Board Secretary and Treasurer of School Monies
President, Board Secretary and Treasurer of School Monies
President, Board Secretary and Treasurer of School Monies
President, Board Secretary and Treasurer of School Monies
Director, Coordinator, Coordinator
Director, Supervisor, Secretary
Assistant Superintendent, Supervisor, Secretary
President, Board Secretary and Treasurer of School Monies

Awards & Scholarships

Al Punk Memorial Award
Art Award
AT&T Trust
Betty Klank Award
Betty Septer Memorial Scholarship
Cathy Gager Award
Champs Incentive Award
Clarence William Powell Award
Deptford Cope Award
Dr. Gustav Kimmack Award
Elise Ann Triano Memorial Award
Enos E. Parsell Memorial
Eric Whitney Award
Grace N. Rogers Award
Harold B. Atkins Memorial Award
Isabelle Lusby Award
Jason Segarra Memorial Award
C. Goldhammer Award
EW PBA 191 Award
James White Award
Joseph Kluxen Memorial Scholarship
L. Millner Award
N. Anand Award
N. Bard Award
Phyllis Katzke Memorial Award

Peter Bingham Award
Phil Barlow Award
R. Abrams Award
Parda Memorial Award
S. Cangelosi Award
Joan Catelli & Jeff Catelli Memorial Award
Joel Fischer Memorial Award
John I. Nelson Award
Jonathan Hammer Award
K. Astarita Scholarship
Kreps Scholarship Award
Marc Seiden Memorial Scholarship
Maria Rose Gabriel Memorial Award
Marie Parker Black Award
Martin F. Charney Award
Robert L. Flammer Award
Senior Citizen Award
Steven Silverman Award
Tina Petri Memorial Award
Vincent Palmer Award
William Roesch Memorial Award
Mehjabin Saifi Memorial Science Award

Student Activities Accounts:

Grace N Rogers School Student Activity Account	Principal, Secretary, Clerk
Perry L Drew School Student Activity Account	Principal, Secretary, Clerk
Walter C Black School Student Activity Account	Principal, Vice Principal, Clerk
Ethel McKnight School Student Activity Account	Principal, Secretary, Clerk
Melvin H Kreps School Student Activity Account	Principal, Vice Principal, Clerk
Hightstown High School Student Activity Account	Principal, Vice Principal, Clerk
Hightstown High School Officials Account	Principal, Administrator, Clerk

Bank Accounts @ Citigroup Fund Services

NJ Cash Management Unemployment Account

"I further move that the School Business Administrator/Board Secretary or Acting Board Secretary be authorized to invest idle funds in investments permitted to New Jersey municipalities as specified in N.J.S.A. 40A:5-15.1, 40A:5-14 and 17:12B-241 via wire transfer in any bank in the State which is eligible to act as a depository for public funds as certified by the Commissioner of Banking; provided that he/she will report monthly such investments to the Board of Education at the next regularly scheduled meeting."

E. AUTHORIZATION TO SIGN CHECKS

"I move that the Board authorize the continued use of the check signer with the signatures of the Board President, School Business Administrator/Board Secretary and Treasurer of School Monies."

F. PAYMENT OF CERTAIN BILLS PRIOR TO BOARD APPROVAL

The Board receives a bill list for approval once a month. This creates delays in the processing of bills and vouchers and payments to vendors. The effect of delayed payment sometimes results in reduced services and/or increased costs through the loss of prompt payment discounts.

NJSA 18A:19-4.1 states that a Board of Education may, by resolution, designate a person in addition to the secretary to audit any account and approve for payment that account prior to presentation to the Board. Any such approval shall be presented to the Board at its next meeting for ratification.

"I move that the School Business Administrator/Board Secretary and Chief School Administrator be designated as persons authorized to approve accounts to be paid prior to their presentation to the Board. Any such approval shall be presented to the Board at its next meeting for ratification."

G. BUDGET IMPLEMENTATION

"I move that the Chief School Administrator and School Business Administrator/Board Secretary be empowered to implement the budget pursuant to policies and regulations of the State Board and local Board."

H. APPOINTMENT OF BOARD ATTORNEY

"I move the Board appoint TURP, COATES, ESSL & DRIGGERS, P.C., as Board Attorneys for the fiscal year 2008-09 for an annual retainer of \$18,720 and that officers of the Board be empowered to sign, on the Board's behalf, the annexed Agreement for Legal Services."

I. APPOINTMENT OF BOARD ARCHITECT

“I move that the Board appoint the firm of FARIDY VEISZ FRAYTAK, P.C., as the architectural firm for the fiscal year of 2008-09.”

J. APPOINTMENT OF HEALTH SERVICES DIRECTOR & PHYSICIAN FOR SPORTS PHYSICALS

“I move the Board appoint the firm of East Windsor Family Practice as the District Health Services Director for an annual fee of \$26,780 and to appoint Medical Emergency Treatment as an alternate school physician, and Shaffer Associates, LLC for student sports physicals and games for the fiscal year 2008-09”

K. APPOINTMENT OF ACTING BOARD SECRETARY

“I move the Board appoint Ronald Bolandi, David Coates, and Carolina Jablonski, as Acting Board Secretaries to serve with no pay in the absence of the Board Secretary for the 2008-09 school year.”

L. BOARD OF EDUCATION REGULAR MEETING CALENDAR

"I move the official meeting place of the Board be the Hightstown High School Cafeteria, and in accordance with the bylaws, the regular meetings be scheduled at 7:30 p.m. on the second and fourth Mondays of each month except on Monday holidays, the meeting be held the next day.

May 12, 2008	Hightstown High School Cafeteria
June 9, 2008	Hightstown High School Cafeteria
June 30, 2008	Hightstown High School Cafeteria
July 21, 2008	Hightstown High School Cafeteria
August 18, 2008	Hightstown High School Cafeteria
September 8, 2008	Hightstown High School Cafeteria
September 22, 2008	Hightstown High School Cafeteria
October 13, 2008	Hightstown High School Cafeteria
October 27, 2008	Hightstown High School Cafeteria
November 10, 2008	Hightstown High School Cafeteria
November 24, 2008	Hightstown High School Cafeteria
December 8, 2008	Hightstown High School Cafeteria
December 22, 2008	Hightstown High School Cafeteria
January 12, 2009	Hightstown High School Cafeteria
January 26, 2009	Hightstown High School Cafeteria
February 9, 2009	Hightstown High School Cafeteria
February 23, 2009	Hightstown High School Cafeteria
March 9, 2009	Hightstown High School Cafeteria
March 23, 2009	Hightstown High School Cafeteria
April 13, 2009	Hightstown High School Cafeteria
April 27, 2009	Hightstown High School Cafeteria

M. DESIGNATION OF OFFICIAL NEWS MEDIA

"I move the Board designate the *Windsor Hights Herald & The Times of Trenton* as the Board's official newspapers, to meet the requirement of the Open Public Meetings Act. All legal advertisements are placed at the discretion of the administration to satisfy NJ Statutes and Administrative Code."

N. APPOINTMENT OF EQUITY OFFICERS

"I move that the Board appoint Kenneth Boardman and Deborah Feaster as the EWRSD Equity Officers for the 2008-09 school year."

O. APPOINTMENT OF CHEMICAL HYGIENE OFFICER

"I move that the Board appoint Kurt Stumbaugh as the District's Chemical Hygiene Officer for the 2008-09 school year."

P. APPOINTMENT OF PUBLIC AGENCY COMPLIANCE OFFICER

The NJ Department of Treasury Affirmative Action Office Regulations requires that all vendors doing business with the District must be in compliance with Affirmative Action regulations.

"I move that the Board appoint Kurt Stumbaugh as the District's Public Agency Compliance Officer for the 2008-09 school year."

Q. APPOINTMENT OF DISTRICT POLICE LIAISON

"I move that the Board approve the appointment of Ronald Bolandi as the District's Police Liaison for the 2008-09 school year."

R. APPOINTMENT OF 504 OFFICER

"I move that the Board appoint Tekelah Sherrod as the District's 504 Officer for the 2008-09 school year."

S. BOARD RESPONSIBILITIES

- 1) NEGOTIATIONS COMMITTEE
- 2) LEGISLATIVE LIAISON
- 3) NJSBA DELEGATES
- 4) STAFF DEVELOPMENT COUNCIL MEMBER(S)
- 5) MC VOCATIONAL COORDINATING COUNCIL REPRESENTATIVE
- 6) EQUITY COUNCIL
- 7) TEACHER OF THE YEAR
- 8) GOVERNOR'S/EWRSD TEACHER AWAR

T. ADOPTION OF CODE OF ETHICS

The Board Members each read aloud a section of the “Code of Ethics for School Board Members”

This item was then voted upon as a “stand alone” item.

STATE OF NEW JERSEY DEPARTMENT OF EDUCATION

18A:12-24.1 Code of Ethics for School Board Members

[>NJDOE Home](#)

A school board member shall abide by the following Code of Ethics for School Board Members:

- a. I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining schools. Desired changes shall be brought about only through legal and ethical procedures.
- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
- c. I will confine my board action to policy making, planning, and appraisal and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
- d. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
- e. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action that may compromise the board.
- f. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
- g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its school.
- h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in proper performance of their duties.
- j. I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution.

L.2001,c.178,s.5.

Mr. Lavery moved, seconded by Ms. Fayer to approve the Board of Education Code of Ethics as submitted.

On a roll call vote, members voting yes: Mr. Dolgon, Ms. Fallon, Ms. Fayer, Mr. Hauck, Mr. Lavery, Ms. Lloyd Mr. Paul, Ms. Weisman. Members voting no: None.

Motion to approve was carried unanimously.

U. RESOLUTION FOR APPOINTMENT OF DISTRICT PURCHASING AGENT

“I move that the Board approve the following RESOLUTION for the appointment of Kurt Stumbaugh as the District Purchasing Agent for the 2008-09 school year”.

WHEREAS, 18:18A-2 provides that the Board of Education shall assign the authority, responsibility and accountability for the purchasing activity of the Board of Education to a person or persons who shall have the power to prepare advertisements, to advertise for and receive bids and to award contracts as permitted by this chapter, and

WHEREAS, 18A:18A-3 provides that contracts, awarded by the purchasing agent that do not exceed in the aggregate in a contract year the bid threshold (currently \$29,000), may be awarded by the purchasing agent without advertising for bids when so authorized by Board resolution, and

WHEREAS 18a:18a-37, c. provides that all contracts that are in the aggregate less than 15% of the bid threshold (currently \$4,350.) may be awarded by the purchasing agent without soliciting competitive quotations if so authorized by Board resolution,

NOW THERE BE IT RESOLVED, that the East Windsor Regional Board of Education pursuant to the statutes cited above hereby appoints Kurt Stumbaugh as it duly authorized purchasing agent and is duly assigned the authority, responsibility and accountability for the purchasing activity of the East Windsor Regional Board of Education, and

BE IT FURTHER RESOLVED, that Kurt Stumbaugh is hereby authorized to award contracts on behalf of the East Windsor Regional Board of Education that are in the aggregate less than 15% of the bid threshold (currently \$4,350.) without soliciting competitive quotations, and

BE IT FURTHER RESOLVED, that Kurt Stumbaugh is hereby authorized to seek competitive quotations when applicable and practicable and to award contracts when contracts in the aggregate exceed 15% of the bid threshold (currently \$4,350) but less than the bid threshold (currently \$29,000).

Note: These numbers may be adjusted after July 1, 2008, and an additional Board Action may be requested.

ACTION: Mr. Laverty moved, seconded by Mr. Hauck to approve the Board Organization Agenda Item #6 as submitted.

On a roll call vote, members voting yes: Mr. Dolgon, Ms. Fallon, Ms. Fayer, Mr. Hauck, Mr. Laverty, Ms. Lloyd, Mr. Paul, Ms. Weisman Members voting no: none. Members abstaining: none. Motion was carried unanimously

ITEM 7. ANNUAL REPORT OF PERMITTED PUPIL RECORD RETENTION

Ms. Sherrod, Director of Student Services, reported on permitted student records.

ITEM 8. FIRST READING OF BOARD POLICY #8462 – REPORTING OF MISSING OR ABUSED CHILDREN

Ms. Virginia Kearns, Supervisor CTG, reported on the first reading of Board Policy re: missing or abused children.

ITEM 9. FIRST OPPORTUNITY FOR PUBLIC COMMENT

None.

ITEM 10. FIRST OPPORTUNITY FOR BOARD MEMBER’S COMMENTS

ITEM 11. MOTION TO APPROVE ROUTINE ITEMS BY EXCEPTION

Mr. Laverty moved, seconded by Ms. Fayer to approve the routine agenda items listed below by exception

- A. Staffing
- B. Authorization for Emergent Hiring Pending Criminal History Check
- C. Continuation of Title: Assistant School Business Administrator
- D. Volunteers – WCB
- E. Submission of the FLAP Grant 2008-2013
- F. Travel & Related Expense Reimbursement
- G. Out of District Placement
- H. Professional Services
- I. List of Employees Eligible for Mileage Reimbursement
- J. 2008-09 Tuition Rates
- K. Meeting Minutes: March 20, & April 14, 2008
- L. Bill List

(Copies of above exception items are on file for review in the Board Secretary’s office)

A. Staffing: As submitted.

B. Authorization for Emergent Hiring Pending Criminal History Check

At the April 28, 2008 meeting of the East Windsor Regional School District Board of Education, Mr. Laverty moved, seconded by Ms Fayer, that the Board approve the submission of applications for emergent hiring pending completion of the criminal history background check to the County Superintendent for the following individual(s):

Deborah Sills Teacher

On a roll call vote members voting yes: Mr. Dolgon, Ms. Fallon, Ms. Fayer, Mr. Hauck, Mr. Laverty, Ms. Lloyd, Mr. Paul, Ms. Weisman. Members voting no: None. Members abstaining: None.
Motion was carried: Unanimously.

I, Kurt Stumbaugh, Secretary of the Board of Education of the East Windsor Regional School District, **HEREBY CERTIFY** that this is a certified copy of the unapproved minutes of the regular Board meeting of April 28, 2008.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of said Board of Education this 30th day of April, 2008.

Kurt Stumbaugh, Board Secretary
EWRSB

C. Continuation of Title: Assistant School Business Administrator

The Department of Education needs to approve new or unrecognized job titles. The title of Assistant School Business Administrator was approved for 2007-08, and must be approved by the Department of Education annually.

It is recommended that the Board approve the request to the Department of Education to continue the use of the title of Assistant School Business Administrator for the 2008-09 school year.

D. Volunteers – WCB: as submitted

E. Approval of Submission of a 5 year Foreign Language Assistance Program (FLAP) Grant Application for 2008-13. The purpose of grant is to add a Mandarin Chinese language program to World Language department. (As submitted)

F. Travel & Related Expenses: as submitted

G. Out of District Placements: as submitted.

H. Professional Services for Students (as per Individuals with Disabilities Education Act (IDEA).
Alexander Iofin, M.D. Child Psychiatry

I. Staff Eligible for Mileage Reimbursement

State travel regulations require the Board of Education to approve in advance payment for school related travel. The following list of individuals routinely receive the standard IRS mileage reimbursement rate for district related travel in accordance with collective bargaining agreements and unaffiliated employee terms of employment

It is recommended that the Board approve the attached list of employees as eligible for reimbursement for school/district related travel for the period of July 1, 2008 through June 30, 2009.

Felicia Adubato	Kathleen Natalizio	Alice Velez
Patrick Akey	Darlene Nemeth	Joyce Elorza
Kevin Akey	Pat Novak	John Ward
Whitney Conley	Rita Olsen	Pamela Warshany
Sam Barto	Gayle Parker	Susan Wilczewski
Marc Beckman	Erik Phillips	
Susan Bellusci	Bill Popovich	Stuart Dolgon
Meredith Bergazyn	Charlene Raczka	Bruce Ettman
Jermaine Blount	Pamela Schad	Suzann Fallon
Kenny Boardman	Linda Scheman	Bonnie Fayer
Ron Bolandi	Courtney Scherer	James Hauck
Diana Bonilla	Bridget Schrader	Robert Laverty
Allison Brown	Robert Scott	Susan Lloyd
Gretchen Bryant	Tekelah Sherrod	Kennedy Paul
Gary Bushelli	Barbi Siegel	Alice Weisman
Patricia Bye	Denise Stoby	
Diana Chase	Laura Stone	
Sharlene Clark	Kurt Stumbaugh	
Sandra Cohen	Michael Svoboda	
Jill Horowitz	Thaddeus Thompson	
Eileen Lang	Joan Upbin	

J. Tuition Rates

The proposed tuition schedule for the 2008-09 school year is below. Public School tuition rates are computed by a formula provided by the Department of Education.

Pre School Handicapped	\$11,350
Pre School/Kindergarten (1/2 day)	9,847
Elementary – Grades 1-5	12,305
Middle School – Grades 6-8 (except Roosevelt)	12,732
High School – Grades 9–12 (except Roosevelt)	12,470
Learning and or Language Disabilities	19,940
Multiple Disabilities	19,590
Behavioral Disabilities	33,089

K. Meeting Minutes for March 20, 2008 and April 14, 2008. As submitted.

L. Bill List: as submitted.

ITEM 12. SECOND OPPORTUNITY FOR PUBLIC COMMENT

None.

ITEM 13. SECOND OPPORTUNITY FOR BOARD MEMBERS COMMENTS

Ms. Fallon commented on volunteers and their training.

ITEM 14. ANNOUNCEMENTS

Board Secretary gave update on CSA's injury. Mr. Dwonar gave detailed status report on band survey and concerns.

The proposed schedule meetings with students and parents are rescheduled for May 13 & 14.

ITEM 15. EXECUTIVE SESSION**ITEM 16. OPEN SESSION****ITEM 17. ADJOURN**

Kurt Stumbaugh, Board Secretary