

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

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

**DATE: JUNE 29, 2009**

The Board of Education of the East Windsor Regional School District held a regular meeting on Monday, June 29, 2009 at the Hightstown High School cafeteria.

**ITEM 1. WELCOME**

Board President Alice Weisman was absent from this meeting with advance notice.

Board Vice President, Robert Laverty chaired the meeting. Mr. Laverty 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 25A Leshin Lane, Hightstown, NJ. Minutes will be provided at cost and in accordance with Board policy.”

Mr.Laverty asked “Are there any Board members present who believe this meeting to be in violation of the Open Public Meeting Act?” No one objected. “There being none, we may proceed.”

Members Present: Paul Connolly, Stu Dolgon, Bruce Ettman ( 7:58 pm), Suzann Fallon (7:38 pm), Bonnie Fayer, Robert Laverty, Susan Lloyd, Kennedy Paul.

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

Members Absent: Alice Weisman, (with advance notice)

Also Absent: Ronald Bolandi, Chief School Administrator (with advance notice)

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

**ITEM 2. PLEDGE OF ALLEGIANCE**

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

**ITEM 3A APPROVAL OF AGENDA**

Having read the material received Mr. Paul moved, seconded by Ms. Fayer to approve the agenda with the following changes added at the meeting:

Item 3C: First of two Executive Sessions

Item 9A: Staffing will have an addendum

Item 9.U: Textbook Purchase by ECA

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

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

Mr. Paul 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 two executive sessions during its regular meeting on June 29, 2009. These closed sessions concern:

- Personnel Matters
- Contract Negotiations
- 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. Connolly, Mr. Dolgon, Ms. Fayer, Mr. Laverty, Ms. Lloyd, Mr. Paul. Members voting no: none. Members abstaining: none. Motion was carried unanimously.

**ITEM 3.C FIRST EXECUTIVE SESSION**

**ITEM 4. ROBOTICS TEAM PRESENTATION**

Mr. Laverty thanked the team for their excellent presentation.

Ms. Fallon commented on the substantial growth and progress of the team. It is valuable engineering training. She thanked Mr. Gregory for doing such a great job with the students.

Mr. Dolgon commented it is a team effort that keeps getting better.

**ITEM 5. FIRST READING: BOARD POLICY #2467: Surrogate Parents and Foster Parents**

Mr. Paul moved, seconded by Ms. Fayer to approve Policy #2467 for submission at a subsequent meeting for adoption / approval on second reading.

On a roll call vote, members voting yes: Mr. Connolly, Mr. Dolgon, Mr. Ettman, Ms. Fallon, Ms. Fayer, Mr. Laverty, Ms. Lloyd, and Mr. Paul. Members voting no: none. Abstaining: none. Motion was carried unanimously.

**ITEM 6. ANNOUNCEMENTS**

Mr. Stumbaugh, SBA, pdated the Board on the graduation ceremony and the roofing projects.

**ITEM 7. FIRST PUBLIC COMMENT**

Audrey Rothbloom, band parent

Read a letter on behalf of her daughter who was unable to attend the meeting. Letter was in support of Mr. J. Mr. J is an amazing musician and conductor. The music department desperately needs him especially during this time of change and confusion. Asks that the best possible decision be made for the music department and to do what is right for the music program.

Renee Miller, band parent

Her daughter, Elizabeth was the valedictorian for this year's senior class. Ms. Millers's comments were in relation to Elizabeth's request to have a specific teacher present her diploma at graduation and her experience with this matter.

Melissa Wingo, graduating senior

Commented on her positive experience in band and music program. Band was a sanctuary and a safe place. You had teachers and kids you could turn to. There are very few teachers that students have for four years continuously. Having Mr. J. was comforting and lessened student's anxiety as they entered each new school year. Implores the school board to listen to all who come to the Board meeting to speak on behalf of the music program and Mr. J.

Matt Palmieri, mentor for Robotics Team

Requests more support / money for supplies Bristol Myers Squibb has given extraordinary support.

In 08-09 they donated \$15,000. Not sure they will be able to continue that level of support next year. Asks the Board to consider helping with entry fees of \$15,000 a year plus \$4,000 for cost to build machines, plus other expenses like travel and lodging. Would like to build machines in school with access until 11:00 pm.

Dara Epstein, 08 graduate

Valued her experience in the music program more than any other experience in HHS. This is due to the guidance and encouragement of Mr. J. During her time in band she learned to be a great leader and gained a great deal of confidence. Implores the Board, Mr. Bolandi and Mr. Dzwonar to think carefully about the decision they are making.

Joe Hopkins, band parent

Wondering what is status of marching band for 09-10. As far as competitive level of band program, parents were happy where it was. Not looking for a competitive level like some other schools. As far as summer camp-we were happy with the way it was. The parents did a phenomenal job here at HHS. Shouldn't try to change everything in one summer

Maryanne Nicklaus, former band parent

Voiced support for the speakers who went before her. Many people feel the same as tonight's speakers. Mr. J. has been a guiding force for both her daughters who were in program. Would like the program to be the way it was before. Questions whether we really need to be more competitive. Kids have enough pressure on them to achieve academically.

#### **ITEM 8. FIRST OPPORTUNITY FOR BOARD MEMBER'S COMMENTS**

Mr. Lavery wanted to clarify to the audience that the Board did not quash any discussion at the last meeting.

Mr. Lavery congratulated and thanked faculty, administrators, students, and parents for an excellent commencement ceremony. Very proud of students and speakers.

#### **ITEM 9. 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 by exception. Board approval is recommended for the following:

- A. Staffing (with addendum)
- B. Professional Services for Students
- C. Out of District Placements
- D. Settlement with Ohio Casualty Insurance Company
- E. Settlement with Clive Samuels
- F. Volunteers
- G. Donations
  1. To EWRSD of Language Arts Educational Games
  2. To HHS Music, Athletic and Theater Departments
  3. To Red Cross Club of HHS
  4. To Family, Career and Community Leaders of America of HHS
- H. Appointment of District Labor Attorney
- I. EWRSD Board of Education Goals for 2009-10 School Year
- J. Approval of Travel and Related Expenses
- K. Mileage Reimbursement for Employees for 09-10 School Year
- L. Removal of Affidavit Students
- M. Adoption of Standard Operating Procedures and Internal Controls
- N. Surplus Property
- O. Approval of Minutes for June 8, 2009
- P. Food Service Management Contract

- Q. Board Secretary's Report – April, 2009
- R. Treasurer's Report – April, 2009
- S. Transfer Report – April, 2009
- T. Bill List - June 29, 2009
- U. Textbook Purchase by ECA (added at mtg.)

**9A. STAFFING with Addendum**

As submitted.

**9B. PROFESSIONAL SERVICES FOR 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
EdNet Technologies, LLC	Software Maintenance Agreement	\$4,082.00
Invo HealthCare Associates, Inc.	Speech Therapy	\$90.00 per hour plus mileage

**9.C OUT OF DISTRICT PLACEMENTS - Private Schools & Public Schools**

MCSSSD Schools

Tuition July 7, 2009 through August 7, 2009

Student#	2292214	AUT	\$6,375.60
Student#	720107	AUT	\$6,375.60
Student#	720456	AUT	\$6,375.60
Student#	720526	AUT	\$6,375.60
Student#	720493	AUT	\$6,375.60
Student#	720532	AUT	\$6,375.60
Student#	602932	AUT	\$6,375.60
Student#	720471	AUT	\$6,375.60
Student#	8102241	AUT	\$6,375.60
Student#	720244	AUT	\$6,375.60
Student#	720500	AUT	\$6,375.60
Student#	720116	AUT	\$6,375.60
Student#	720440	AUT	\$6,375.60
Student#	839478	AUT	\$6,375.60
Student#	720223	AUT	\$6,375.60
Student#	720082	MD	\$6,098.40
Student#	720110	MD	\$6,098.40
Student#	720062	MD	\$6,098.40
Student#	720039	MD	\$6,098.40
Student#	301170	MD	\$6,098.40
Student#	720101	MD	\$6,098.40
Student#	832595	MD	\$6,098.40
Student#	200029	MD	\$6,098.40
Student#	720168	MD	\$6,098.40
Student#	720198	MD	\$6,098.40
Student#	799595	MD	\$6,098.40
Student#	720535	MD	\$6,098.40
Student#	720323	MD	\$6,098.40
Student#	720660	MD	\$6,098.40
Student#	720404	MD	\$6,098.40

Student#	720251	MD	\$6,098.40
Student#	720296	MD	\$6,098.40

Student#	720114	MD	\$6,098.40
Student#	402126	MD	\$6,098.40
Student#	720481	MD	\$6,098.40
Student#	402501	MD	\$6,098.40
Student#	720492	MD	\$6,098.40
Student#	720159	MD	\$6,098.40
Student#	720473	MD	\$6,098.40
Student#	720263	MD	\$6,098.40
Student#	701676	PD-Full Time	\$7,207.20
Student#	701656	PD-Full Time	\$7,207.20
Student#	720681	PD-Full Time	\$7,207.20
Student#	720685	PD-Full Time	\$7,207.20
Student#	720558	PD-Full Time	\$7,207.20
Student#	720663	PD-Full Time	\$7,207.20
Student#	202065	PD-Full Time	\$7,207.20
Student#	720675	PD-Full Time	\$7,207.20
Student#	720681	PD-Full Time	\$7,207.20

**MCSSSD-Regional Day**

Student #	400274	BD	\$5,904.00
Student #	402092	BD	\$5,904.00

**New Road School**

Tuition from July 3, 2009 to August 12, 2009

Student #	720069	ESY	\$ 5,977.80
		Reg.	\$35,866.80

**UMDNJ**

Tuition from July 1, 2009 to June 30, 2009

Student #	501143	ESY & Reg.	\$62,000.00
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**Commission for the Blind**

2009-2010 School Year

Student #	301170	\$1600.00
Student #	201023	\$1600.00
Student <u>under IDEA non/public funds attending Peddie School</u>		\$1600.00

**Sorenson's Ranch School**

Tuition from July 1, 2009 through December 31, 2009

Student #	400046	\$27000.00
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**9. D SETTLEMENT WITH OHIO CASUALTY INSURANCE COMPANY**

As submitted.

**9E. SETTLEMENT WITH CLIVE SAMUELS**

As submitted.

**9.F VOLUNTEERS**

The Board of Education approves all volunteers/chaperones who serve in the East Windsor Regional School District

For Hightstown High School:

Roger Weck - volunteer assistant coach for the 09-10 school year.

**9G. DONATIONS****1. TO EWRSD FROM EAI EDUCATION**

Due to a revision and reprint of a series of language arts educational games, Ms. Barbara Tuzzeo, Sales Manager, EAI Education, 118 Bauer Drive, P.O. Box 7046, Oakland, NJ 07436-7046 would like to donate their current stock to the school district.

**2. DONATION TO HHS ATHLETIC, MUSIC AND THEATER DEPARTMENTS**

Mr. Dan Stewart, Co-Owner of Stu & Stew Events and Promotions, A Division of Next Generation Events and Promotions LLC, PO Box 351, Allenton, NJ 08501 would like to make a donation of equal amounts to the Athletic, Music and Theater Departments of HHS. The donation will be from the proceeds of a BBQ they are running on June 27, 2009 for HHS Alumni.

**3. DONATION TO THE RED CROSS CLUB OF HHS**

The Hightstown Woman's Club through Ms. Frances Cook, Treasurer, 100 Middlesex Blvd. Apt. 208, Plainsboro, NJ 08356 would like to donate \$300 to the Red Cross Club of HHS to be used for the publishing of Red Light/Green Light – the elementary school bus safety program.

**4. DONATION TO THE FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA CLUB OF HHS**

Mrs. Gail Washington, 168 Mill Run East, Hightstown, NJ 08520 would like to donate \$100 to the Family, Career and Community Leaders of America Club of HHS to be used for club expenses.

**9H. APPOINTMENT OF DISTRICT LABOR ATTORNEY**

The District advertised a request for proposals for Labor Relations and Negotiation Legal Services on April 6, 2009. The proposals were reviewed by a committee of Board members who in turn chose three candidates to interview.

As a result of the interviews and after consultation with Mr. Bolandi, School Superintendent, it was decided to award the Labor Attorney contract to David Rubin, Esq. of David Rubin, A Professional Corporation, for the 2009-10 school year.

**9I. EWRSD BOARD OF EDUCATION GOALS FOR 2009-10 SCHOOL YEAR**

The Board of Education annually puts together a list of its goals for the coming school year.

1. The Board shall review these goals on a periodic and disciplined basis.
2. The Board shall increase the awareness of its role in the eyes of the public and use a variety of media for this purpose.
3. The Board shall explore ways to become familiar with all school facilities, educational programs and the administrators who implement them.
4. The Board shall establish a Finance Committee to educate the full Board as to the finances of the district and to determine, in coordination with the school administration, whether appropriate procedures are in place.
5. The Board shall cause a review to occur as to the use of paper vs. the Internet regarding Board documents, eg. Board policy books.
6. The Board shall explore its oversight function in an attempt to better understand this function and exercise it, eg. policy posting on the Internet.

**9J. EMPLOYEE TRAVEL AND RELATED EXPENSES**

R. Bolandi M. Dzwonar P.Connolly R.Laverty S Dolgon B Ettman S Fallon B Fayer S Lloyd K. Paul K.Stumbaugh	ADMIN.	Oct. 28, 29, 30, 2009	NJSBA, New Jersey School Boards Association - Atlantic City, New Jersey	\$1,100.00	
Nichole Martin Tomasello	HHS	Aug. 16, 2009	NJSCA Field Hockey Coaches Clinic	\$50.00	
Crystal McCabe	PLD	July 8-9, 2009	NJCIE/NJH Coalition for Inclusive Education	\$195.00	
B.Wiley, Jodi Steinberg, M. Guevara, Pam Shad	STU.SVS.	July 28-29, 2009	Workshop:Linking Learning & Social-Emotional Competence in the Inclusive Preschool Classroom Sewell, NJ	\$88.00	
Kristin Antonaccio	PLD	July 13-17, 2009	<a href="#">NWP @ Rutgers Open Institute</a>	\$350.00	<b>YTD</b>
			<b>Total</b>	<b>\$1,783.00</b>	<b>\$57,099.69</b>

**9K. STAFF ELIGIBLE FOR MILEAGE REIMBURSEMENT**

Kevin Akey	John Hargrove	Pamela Schad
Patrick Akey	Trudy Heisler	Linda Scheman
Alix Arvizu	Jill Horowitz	Bridget Schrader
Sam Barto	Lora Inglisa	Robert Scott
Mark Beckman	Carolina Jablonski	Tekelah Sherrod
Susan Bellusci	John Jones	Stephanie Stevenson
Meredith Bergazyn	Kristin Jones	Denise Stoby
Jermaine Blount	Judy Jutcovich	Kurt Stumbaugh
Ronald Bolandi	Tara Katz	Michael Svoboda
Diana Bonilla	Robyn Klim	Hilary Stryker
Gretchen Bryant	Eileen Lang	Leigh Tsujino
Gary Bushelli	Iris Landau	Thaddeus Thompson
Patricia Bye	Avis Leverett	Joan Upbin
Diana Chase	Martin Levitt	Alice Velez
Jessica Chiappa	Lydia Locke	Pamela Warshany
Michael Civitillo	Suraj Malhotra	Becky Wiley
Sharlene Clark	Diane Mazurek	Susan Wilczewski
Alicia Cohen	Kevin Megill	Corey Williams
Sandra Cohen Whitney Conley	Irene Murt	
Marjorie Csatari	Kathleen Natalizio	<u>Board of Education</u>
William Delaney	Darlene Nemeth	Paul Connolly
Teena DeRosa	Pat Novak	Stu Dolgon
Robert Dias	Jan Oldak	Bruce Ettman
James Dowd	Rita Olsen	Suzann Fallon
Michael Dzwonar	Kim Ostrowski	Bonnie Fayer
Joyce Elorza	Gayle Parker	Bob Laverty
Sharon Falitz	Erik Phillips	Susie Lloyd
Debbie Feaster	Bill Popovich	Kennedy Paul
Lee Ann Folk	Rebeca Rodriquez	Alice Weisman
Heidi Franzo	Millie Roux	
Margarita Guevara	Anjali Sandhir	
Carmen Horana	Daljeet Sandhu	

## 9. L REMOVAL OF INELIGIBLE AFFIDAVIT STUDENTS

In 1994, the NJ Legislature created a new classification of children entitled to attend school within a district: affidavit students. The statute provides that children could attend school based on domicile, residence, or affidavit status.

Affidavit students either live with their parents or guardians in the home of a district resident or the affidavit students live alone in the home of a district resident due to unusual circumstances which include the inability of the parent/guardian to provide financial and/or emotional support. Affidavits are *legal* documents that *must* be completed. Affidavits must be completed annually, include current supporting documentation, and must be approved by the school district.

The East Windsor Regional School District has repeatedly, and over a lengthy period of time, requested current affidavits and the usual supporting documentation (lease or mortgage statement or tax bill, current utility bill, etc) from the families of the students and the residents of the dwellings where they reside. These persons have not responded to and/or ignored our many requests which have taken the form of personal contacts, phone calls, letters, etc. As such, we are requesting that the Board of Education remove the students from the district attendance rolls.

202150	PS	GNR	402317	5	WCB	402657	4	WCB
502776	7	MHK	402318	8	MHK	402656	3	WCB
720448	4	EMK	819335	9	HHS	201145	10	HHS
720500	4	OOD	502527	8	MHK	603196	3	PLD
810166	11	HHS	502528	6	MHK	1010493	12	HHS
200362	9	HHS	839485	6	MHK	400371	10	HHS
201858	2	PLD	502974	1	EMK	839434	9	HHS
602965	7	MHK	402553	2	EMK	839495	7	MHK
603044	1	PLD	839506	7	MHK	400361	8	MHK
819316	10	HHS	402917	4	WCB	402904	3	WCB
8102442	10	HHS	402919	4	WCB	819324	9	HHS
502789	4	EMK	402918	6	MHK			
502790	4	EMK	502775	3	EMK			
400220	9	HHS	602315	6	MHK			
201194	5	GNR	8102300	12	HHS			
720521	3	EMK	839483	9	HHS			

## 9. M ADOPTION OF STANDARD OPERATING PROCEDURES AND INTERNAL CONTROLS

The new accountability regulations mandate that all districts have in place a comprehensive document that addresses the standard business office practices. The New Jersey Association of School Business Administrators formed a working group that formulated a template to be used as a starting point for districts. The template has been extensively modified and edited to match the business practices of the EWRSD.

The document is 116 pages, so only the opening section, including the table of contents, are included in your packets. The full document is posted to SharePoint under Board documents.

## 9.N SURPLUS PROPERTY

The District replaces IT related equipment on a scheduled basis as the equipment reaches the end of its useful lives. The equipment is collected, processed for disposal and disposed of by an outside vendor. The District receives a small dollar amount of compensation for the equipment disposed. We receive a greater value for the service of prepping and disposing of the equipment in an environmentally safe manner. Board Approval is recommended to declare listed items as surplus property and to authorize the disposal of such items as submitted.

**9.O APPROVAL OF MINUTES FOR JUNE 8, 2009 MEETING**

As submitted. Copy on file in Board office and on District website.

**9.P FOOD SERVICE MANAGEMENT CONTRACT**

Request for Proposals for the operation and management of the District food service program were received on April 29, 2009. At the May 11, 2009 meeting of the Board of Education, the Board moved to approve Chartwells as the EWRSD Food Service Management Company for the 2009-10 school year.

Approval is requested for the contract/agreement with the Compass Group, USA, Inc. d/b/a Chartwells as submitted.

**9.Q BOARD SECRETARY'S REPORT – APRIL, 2009**

**WHEREAS**, the Board of Education has received the report of the Board Secretary and Treasurer for the month of April, 2009 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.

**9.R TREASURER'S REPORT – APRIL, 2009**

The Report of the Treasurer of School Monies for the month of April, 2009 is submitted for approval. The Treasurer's report is in agreement with the Board Secretary's report.

**9.S TRANSFER REPORT – APRIL, 2009**

The East Windsor Regional School District submits to the County School Business Administrator an updated report of budget transfers and changes in revenue and appropriations on a monthly basis.

The EWRSD Board of Education certifies to the best of its knowledge that no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11 and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

**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 as submitted.

**9.T BILL LIST for June 29, 2009**

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

**RESOLVED:** That the Board of Education approves the payment of bills and claims in the amount of \$1,907,828.63

**9.U TEXTBOOK PURCHASE BY ECA**

Old unused science kits are being purchased by ECA for approximately \$12,274.50.

All funds will be used to purchase student materials.

Mr. Paul moved seconded by Ms. Fayer to approve the above routine exception items as submitted to the Board. On a roll call vote, members voting yes: Mr. Connolly, Mr. Dolgon, Ms. Fallon, Ms. Fayer, Mr. Laverty, Mr. Paul. Voting no: none. Abstaining: none. Motion to approve was carried: unanimously.

Mr. Laverty thanked all the donors for their gifts and donations to the District.

**10. SECOND OPPORTUNITY FOR PUBLIC COMMENT**

Melissa Wingo, graduating senior

Board approval of donations to music program signifies that Board cares about the music program and the students involved. Board should take into consideration that speakers here tonight have nothing but praise for Mr. J and Mr. B and the way the music program has been run. Asks that the Board think about the actions they will take in the near future.

Mr. Lavery responded that the Board can not respond or debate on personnel matters. He assured that audience the Board realizes they have a great responsibility on the actions they make.

**11. SECOND OPPORTUNITY FOR BOARD MEMBER'S COMMENTS**

No one spoke.

**12. SECOND EXECUTIVE SESSION**

**13. OPEN SESSION**

**14. ADJOURN**

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**Kurt Stumbaugh, Board Secretary**

