

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

MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION

DATE: November 24, 2008

The Board of Education of the East Windsor Regional School District held a regular meeting on Monday, November 24, 2008 at the Hightstown High School cafeteria.

ITEM 1. WELCOME

Board President Alice Weisman 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.”

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.”

Members Present: Bruce Ettman, Suzann Fallon, Bonnie Fayer James Hauck, Robert Lavery Susan Lloyd, Kennedy Paul, Alice Weisman.

Members Absent: Stu Dolgon

Also Present: Ronald Bolandi, Chief School Administrator;
Kurt Stumbaugh, Business Administrator/Board Secretary
David Coates, Board Legal Counsel.

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

The Board president asked those present to join in the pledge of allegiance to the flag.

ITEM 3A. APPROVAL OF AGENDA

Having read the material received Mr. Lavery moved, seconded by Ms. Lloyd to approve the agenda.

On a roll call vote, members voting yes: Mr. Ettman, 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 3B. RESOLUTION FOR CLOSED SESSION

Mr. Lavery moved, seconded by Mr. Paul 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 November 24, 2008. These closed sessions concern:

1. Personnel Matters
2. Contract Negotiations
3. 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. Ettman, Ms. Fallon, Ms. Fayer, Mr. Hauck, Mr. Lavery, Ms. Lloyd, Mr. Paul, and Ms. Weisman. Members voting no: none. Members abstaining: none.

Motion was carried unanimously.

ITEM 4. PUBLIC HEARING: PRESENTATION OF EWRSD JUNE 30, 2008 FINANCIAL STATEMENT AUDIT BY DISTRICT AUDITOR

Mr. Rodney Haines, District auditor, gave a presentation on the EWRSD CAFRA dated June 30, 2008. The District received 3 management letter comments.

Mr. Lavery moved, seconded by Ms. Fayer to accept the June 30, 2008 CAFRA.

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

Mr. Bolandi commented that this was the “best audit in 5 years”. The 3 management letter findings are of a small amount and of no consequence to a \$85 million dollar operation. Mr. Stumbaugh, SBA and Mr. Thompson, Assistant SBA, and have done an excellent job of making the business office an accountable accounting unit. The District is on solid financial footing during this difficult economic time.

Ms. Fallon thanked Mr. Stumbaugh and Mr. Thompson for their excellent work in improving the Business office. The student activities were much improved. The Transportation department is run very efficiently and effectively. The State average equals 1.4 ours is 2.5 efficiency rating and in top 10 of the State.

Ms. Weisman said on behalf of the entire Board, the team has done a commendable job and the Board appreciates everyone’s efforts.

ITEM 5. APPROVAL OF CORRECTIVE ACTION PLAN

Mr. Stumbaugh read the CAP (Corrective Action Plan).

A component of the annual audit is the report on administrative findings and recommendations. The intent of this report is to focus attention on areas in the Business office in need of improvement. The current year’s listing of 3 recommendations is a reduction of 4 from the previous year’s 7 and an additional 5 from the 2006 year’s 12. The SBA will continue to work on these and all areas mentioned in the report with the goal of achieving zero recommendations. Board approval is recommended for the June 30, 2008 Audit Corrective Action Plan as submitted.

Mr. Lavery moved, seconded by Ms. Fayer to accept the June 30, 2008 CAP.

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

ITEM 6. PRESENTATION: GIFTED & TALENTED PROGRAM

Ms. Feaster gave a presentation on the E=MC² Gifted and Talented Program. Several clarifying questions were asked by Board. Approximately 160 students take part in this program in the 3rd, 4th, and 5th grades

The middle school program was also presented.

ITEM 7. ANNOUNCEMENTS

Mr. Bolandi thanked Mr. Dzwonar and Ms. Feaster for assisting in running the District while he was out for approximately 1 week. Re-registration efforts are in process on a grade by grade effort. Several registrations are being questioned on residency verification issues. School Messenger to be up and running in January 2009.

ITEM 8. FIRST OPPORTUNITY FOR PUBLIC COMMENT

Vibha Patel – regarding math at the McKnight School. Higher level math class in the 5th grade limited to 30 when 60 students are qualified. Mr. Bolandi will follow-up and get back to the parent.

ITEM 9. FIRST OPPORTUNITY FOR BOARD MEMBERS COMMENTS

Mr. Lavery – reported on NJSBA Delegate Assembly held this past Saturday. Our resolution did not meet emergency resolution criteria. It is deferred until May 2009. Highlights of the assembly were presented: regionalization, voting, Veteran’s day holiday. Home rule of regional districts was discussed.

ITEM 10. EXECUTIVE SESSION #1 (9:40 pm)

-Note: Mr. Hauck had to leave the meeting at 8:40 pm

The Board returned to Open Session at 9:40 pm

ITEM 11. MOTION TO APPROVE ROUTINE ITEMS BY EXCEPTION

- A. Staffing
- B. Emergent Hiring
- C. Out of District Placement
- D. Professional Services
- E. Travel Related Expenses
- F. Approve Middle School Curricula
- G. Approve Supplemental Education Services Provider Contracts
- H. Approve Rachel’s Challenge After School Program for HHS & MHK
- I. Approve Agreement for Rachel’s Challenge
- J. Approve World Language Curricula
- K. District Goals
- L. Donations to Hightstown High School
 - a. Ice Hockey Team
 - b. From Exxon-Mobil
 - c. From Shiseido
- M. Permission to Submit QSAC Work Papers
- N. Field Trips
- O. Melvin H. Kreps School Club
- P. Removal of Volunteer
- Q. Volunteers
- R. Saturday Academy
- S. Approval of Minutes for November 10, 2008
- T. Board Secretary’s Report – September, 2008
- U. Treasurer’s Report – September, 2008
- V. Transfer Report – September, 2008
- W. Bill List
- X. Agenda Items on Sharepoint
- Y. Location Change for 12/8/08 BOE meeting

Exception item summary:

11A. STAFFING – as submitted.

11B. EMERGENT HIRING

It is recommended that the Board approve the submission of applications for the emergent hiring pending completion of the criminal history background check to the County Superintendent for the following individual:
Michele Tiedmann LDTC

11C. OUT OF DISTRICT PLACEMENT - Approval is requested for the following placements:

MCSSSD Tuition November 3, 2008 through June 30, 2009

1. Student:	#720675	Reg.	\$45,868.00
2. Student:	#720039	Reg.	\$48,292.00
3. Student:	#720108	Reg.	\$38,912.00
4. Student:	#1010442	Reg.	\$38,912.00

Marie H. Katzenbach School for the Deaf Tuition October 20, 2008 through June 30, 2009

1. Student:	#720347	Reg.	\$35,027.00
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11D. 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
UMDNJ Educational Services	Home Instruction	\$40.00 per hour
Lynn M. Bridge	LDTC Assessments	\$350.00 each
Dr. Carolyn W. Boulware, ED.S	LDTC Assessments	\$350.00 each
Dr. Carol Jasones	LDTC Assessments	\$350.00 each

11E. TRAVEL RELATED EXPENSES

Board approval is recommended for staff travel expenses as submitted.

11F. MIDDLE SCHOOL CURRICULA

Approval is requested for the Middle School Business and Technology and Language Arts course curricula as submitted to the Board on Sharepoint website.

11G. APPROVE SUPPLEMENTAL EDUCATIONAL SERVICES PROVIDER CONTRACTS

Board approval is recommended for the following provider contracts:

- A+ Tutoring;
- Club Z Tutoring Central Jersey;
- Youth Education and Transition Services

11H. APPROVE RACHEL’S CHALLENGE AFTER SCHOOL PROGRAM

Rachel’s Challenge is an after school program for the middle school and the high school; costs will be charged against NCLB Title 1V funds.

11I. APPROVE RACHEL'S CHALLENGE AGREEMENT

On Board approval, two copies of the agreement will be signed and a purchase order will be generated upon receipt of the fully executed agreement and will be charged against NCLB Title 1V funds.

11J. WORLD LANGUAGE CURRICULA

Approval is recommended for the High School World Language Spanish curricula which have been uploaded to the District Sharepoint website.

11K. DISTRICT GOALS & OBJECTIVES

The Board of Education approves the EWRSD Goals and Objectives. Board approval is requested for the following 2008-09 school year goals and objectives.

- Monitoring and evaluating the District curricular changes.
- Institute schedule change in the high school for the 2008-09 school year.
- Continue to monitor the schedule changes in the middle school.
- Enhance public awareness of school district through "School Messenger".
- Monitor and develop the 2009-10 school budget.
- Supervise evaluation of teaching staff members which will include walk-throughs.
- Continue to monitor the academic progress of all students.
- Continue to reorganize administration to better serve the student/district.

11L1. DONATION TO HHS ICE HOCKEY TEAM

Mr. Frank Reisser, of 153 Hickory Corner Road, East Windsor NJ would like to donate \$900.00 to the Hightstown High School ice hockey team to be used to rent ice time at one of the local facilities for three on-ice practices.

11L2. DONATION FROM EXXON MOBIL

Exxon/Mobil Education Alliance Program has donated \$500.00 to the math and science departments of Hightstown High School. Mr. Joseph Hooven, business development, manager, Consumer Oil Corp. 1473 Lambertson Road, Trenton, NJ was the facilitator. Mr. Sukhwinder Sarao, Exxon Station, 622 Route 130 South, East Windsor NJ was the individual that nominated HHS for the grant; & Mr. Michael Kell, SLF Inc. 1473 Lambertson Road, Trenton, NJ.

11 L3. DONATION FROM SHISEIDO CORPORATION

Shiseido America, Inc. of 366 Princeton –Hightstown Road, East Windsor, NJ has donated \$500.00 to the Red Cross Club of Hightstown High School for their annual holiday party which benefits community members in need. The funds are to be used for children's gifts and door prizes.

Ms. Fayer expressed gratitude for all generous donations.

11M. SUBMISSION OF QSAC REPORT

The school district has conducted the walk-throughs for QSAC and completed the QSAC report. This report will be submitted to the State of NJ Dept. of Education after Board approval.

11N. FIELD TRIP APPROVAL

EMK: 3//18/0: Charlottes Web, War Memorial, Trenton NJ (Lunch at Wendy's, Burger King, MacDonalds.
12/2 & 12/9 Twin Rivers Library

11O. APPROVAL OF NON-PAID CLUB

Melvin H. Kreps School would like to start a new club entitled the "Game Board Club" which would fall under the category of non-paid extra curricular activity with a teacher advisor. The advisor will be Keith Redler one of their science teachers.

Ms. Fallon expressed gratitude to the teacher(s) for donating time to run clubs without compensation.

11P. REMOVAL OF APPROVED VOLUNTEER

On the Nov. 10, 2008 agenda, Teresa Koehler was incorrectly included on the list for approval of volunteers. Therefore, her name will be removed as an approved volunteer.

11Q. VOLUNTEERS

Approval is requested for the list of volunteers who wish to serve the EWRSD as submitted.

11R. SATURDAY ACADEMY

The Saturday Academy is designed to offer our students supplemental instruction on Core Curriculum Content standards in LA and Math. The Saturday Academy will be offered on January 10, 17, 24 and 31st for students in grades 3 through 5; February 7, 14, and 28th, for students in grades 6 through 12. This year as part of the NCLB Grant (Title 1) we will offer a special three-month (January, February and March) session by invitation only to students that failed the NJASK in grades 6 through 8.

11S. APPROVAL OF MINUTES FOR NOVEMBER 10, 2008: as submitted.

11T. APPROVAL OF BOARD SECRETARY'S REPORT: SEPTEMBER 2008 – as submitted.
(Also on SHAREPOINT website.)

WHEREAS, the Board of Education has received the Report of the Secretary for month of September, 2008, 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 overexpended 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.

K. Stumbaugh, Board Secretary

11U. APPROVAL OF TREASURER'S REPORT: SEPTEMBER, 2008 – as submitted
(Also on SHAREPOINT website.)

The Treasurer's report is in agreement with the Board Secretary's report.

11V. TRANSFER REPORT : SEPTEMBER 2008 - as submitted

(Also on SHAREPOINT website.)

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.

That the Board approve the budget transfers as attached and 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, 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.

K. Stumbaugh, Board Secretary

11W. ORDERS OF PAYMENT/BILL LIST – as submitted

(Also on SHAREPOINT website.)

Approval is recommended for payment of bills in the amount of \$738,709.70.as detailed in Bill and claims report.

11X. AGENDA ITEMS ON DISTRICT WEBSITE: SHAREPOINT

It is in the best interest of the District to do whatever possible to cut down on costs.

The District's Sharepoint website can be utilized as an efficient and cost saving tool to transmit selected Board meeting agenda items, and weekly routine correspondence and information that the Board typically receives each week .The cover page to action items will still be on hard copy and a single page summary will be included.

The Board is requested to approve the usage of Sharepoint for the transmittal of non-confidential routine agenda items and correspondence to the Board of Education.

11Y. LOCATION CHANGE OF DECEMBER 8, 2008 Board meeting.

The Red Cross Club of Hightstown High School will be having their annual holiday dinner on December 8, 2008 in the High School cafeteria. Therefore, the Board of Education meeting must be moved from the cafeteria to the large Board training room located at 25A Leshin Lane, in the Administration wing of the High School. The meeting will start at its scheduled time of 7:30 pm.

It is recommended that the Board authorize the change of location for the December 8, 2008 meeting of the EWRSD Board of Education from the high school cafeteria to the Administration training room.

Mr. Lavery moved seconded by Ms. Fayer to approve the routine agenda items as submitted.

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

Members abstaining: none. Motion was carried unanimously.

(Copies of agenda items are on file in the Board Secretary's office and may be reviewed with advance notice.)

ITEM 12. SECOND OPPORTUNITY FOR PUBLIC COMMENT

None.

ITEM 13. SECOND OPPORTUNITY FOR BOARD MEMBERS' COMMENTS

None.

ITEM 14. EXECUTIVE SESSION

The Board went into second closed session

ITEM 15. OPEN SESSION

ITEM 16. ADJOURN

Ms. Fayer moved to adjourn at 10:20 pm.

Kurt Stumbaugh, Board Secretary