

EAST WINDSOR REGIONAL SCHOOL DISTRICT
HIGHTSTOWN, NJ 08520

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION
SEPTEMBER 8, 2008**

The Board of Education of the East Windsor Regional School District held a regular meeting on Monday, September 8, 2008 at the Hightstown High School cafeteria.

ITEM 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 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: Stuart Dolgon, Bruce Ettman, Suzann Fallon, Bonnie Fayer, James Hauck, Robert Laverty (arrived 7:38 pm), Susan Lloyd, Kennedy Paul, Alice Weisman.

Members Absent: None

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

COMPLIANCE WITH FIRE CODE

The Board president 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.....” (Board president 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. Ettman moved, seconded by Mr. Hauck. to approve the agenda.

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

Members abstaining: none. Motion was carried unanimously.

ITEM 3B: RESOLUTION FOR CLOSED SESSION

Mr. Ettman 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 September 8, 2008. These closed sessions concern:

1. Personnel Matters
2. Contract Negotiations
3. Litigation

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

Motion to approve was carried: unanimously.

ITEM 4. FIRST READING OF BYLAWS

(Amended to: Information only-no action taken)

These Bylaws are a result of recent changes in the Administrative Code regarding fiscal accountability, efficiency and budgeting procedures.

- A. Bylaws 0174 Legal Services (completely revised)
- B. Bylaws 0177 Professional Services (new)

Ms. Kearns presented the above listed bylaws

ITEM 5. FIRST READING OF BOARD POLICIES

(Amended to: Information only – no action taken)

These policies are a result of the recent changes in the Administrative Code regarding fiscal accountability, efficiency and budgeting procedures.

- A. Policy #1570 Internal Controls (new)
- B. Policy # 1620 Administrative Employment Contracts (new)
- C. Policy #5112 Entrance Age (Revised)
- D. Policy #6111 Special Education Medicaid Initiative (SEMI) Program (new)
- E. Policy #630 Purchases Subject to Bid (revised)
- F. Policy #6360 Political Contributions (revised)
- G. Policy #6362 Contributions
- H. Policy #6423 Expenditures for Non-Employee Activities, Meals, and Refreshments (new)
- I. Policy #6470 Payment of Claims (revised)
- J. Policy #6510 Payroll Authorization (revised)
- K. Policy #6831 Withholding or Recovering State Aid (new)
- L. Policy #7410 Maintenance and Repair (revised)
- M. Policy #7650 School Vehicle Assignment, Use, Tracking, Maintenance, and Accounting (new)
- N. Policy #9120 Public Relations Program (new)
- O. Policy #9541 Student Teachers/Interns (revised)

Ms. Kearns presented the above listed Board policies.

ITEM 6. SECOND READING OF BOARD POLICIES

- A. Policy #6361 – Relations with Vendors (new)

Mr. Laverty moved, seconded by Ms. Fayer to approve Policy #6361 – Relations with Vendors

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

Motion to approve was carried: unanimously.

ITEM 7. ANNOUNCEMENTS

- The Chief School Administrator gave a report on the opening of school.
- Babysitter/Kidcare transportation was discussed. The additional usage by the “babysitter kids” is overloading the transportation resources. Transportation committee will review the issue in detail. The relevant policies will be reviewed and discussed. Safety is the primary concern. We will continue to serve the community as best we can with the limited resources available.
- Re: ACLU issue regarding enrollment forms asking citizenship questions. It is a clerical issue that has been addressed. We have always educated the documented and the undocumented students.
- The WCB School had graffiti (swastikas). They were removed immediately. The next day sex oriented graffiti was found and removed before school started.
- The CSA received positive comments on opening day.
- A very few transportation issues will be addressed
- CSA commented and thanked the local press for the positive coverage.
- Approximately 5,100 students attend the district.
- A proposal for additional security cameras will be presented at next meeting.

ITEM 8. FIRST OPPORTUNITY FOR PUBLIC COMMENT

None

ITEM 9. FIRST OPPORTUNITY FOR BOARD MEMBERS COMMENT

Mr. Hauck commented on the good state of repair of the White House.

Mr. Dolgon requests bylaws and policies revisions be posted on website. Mr. Dzwonar will facilitate this. The Board will hold a special meeting on October 6, 2008 at 7:00 pm in the HHS cafeteria to be advertised. Agenda: District Goals and Objectives.

ITEM 10: FIRST EXECUTIVE SESSION

The Board went into closed session.

ITEM 11. MOTION TO APPROVE ROUTINE ITEMS BY EXCEPTION

- A. Staffing
- B. Emergent Hiring
- C. Readmission of Previously Ineligible Students
- D. Out of District Placement
- E. Professional Services for Students
- F. Donation of School Supplies to Students in Need
- G. Approve 6-8 Gifted and Talented Content Specialist Position
- H. Travel Related Expenses
- I. School Messenger: A School Communication System
- J. Approve Grade 8 Electives Curricula and Syllabi
- K. Approval of Additional Travel: HHS Sporting Events
- L. Approve High School Social Studies and English Curricula
- M. Approval of Minutes: August 18, 2008
- N. Approval to Attend NJSBA Convention
- O. Approval to Attend Workshop Training
- P. Application for School Facilities Grant
- Q. Application for School Facilities Grant-Specific Language
- R. Contract for Architect for Roof Projects

- S. Staff Eligible for Mileage Reimbursement
- T. Chapter 192/193 Report
- U. Tuition Reimbursement
- V. PLD: PTO Events & Fundraising
- W. *Fueling Station Settlement (This item was pulled to be a stand alone item)*
- X. Transfer Report – June, 2008 (revised)
- Y. Board Secretary’s Report & Treasurer’s Report – June, 2008 (revised)
- Z. Bill List
- AA. Field Trips: HHS

ITEM A. STAFFING

As submitted.

ITEM B. AUTHORIZATION FOR EMERGENT HIRING PENDING COMPLETION OF CRIMINAL HISTORY BACKGROUND CHECK

Move that the Board approve the submission of applications for emergent hiring for the following individuals:

Krista Bie	Teacher
Shawn Cier	Teacher
Carmen Garcia	Cafeteria Monitor
Nicole Haeuptle	Teacher
Amenla Imchen	Cafeteria Monitor
Crystal McCabe	Teacher
Nicholas Pellegrino	Teacher
Arlene Smalley	Cafeteria Monitor

ITEM C. READMISSION FOR PREVIOUSLY INELIGIBLE STUDENTS (with Addendum)

The following non-compliant affidavit student or persons that have not provided required documentation were removed from the district attendance rolls at the June 30, 2008 and July 21, 2008 Board meeting. These students wish to return to the District and all District and State mandated documentation have been provided including notarized affidavits.

720521	2 nd	EMK	On Addendum:	402483	2 nd	WCB
402318	7 th	MHK		502520	3 rd	GNR
201189	4 th	PLD		600436	10 th	HHS
402317	4 th	WCB				
402146	8 th	MHK				
600574	10 th	HHS				

ITEM 11D. OUT OF DISTRICT PLACEMENT

Private Schools & Public Schools

East Mountain School

Tuition July 5, 2008 through June 30, 2009

1.	Student:	#301239	ESY.	\$ 8,476.50
			REG.	\$50,859.00

YALE-Cherry Hill

Tuition September 1, 2008 through June 30, 2009

1.	Student:	#081225	REG.	\$38,601.00
2.	Student:	#500703	REG.	\$38,601.00

ITEM 11E. 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
Therapeutic Rehabilitation Svs. LLC	Occupational Therapy	\$68.00 per 40 minutes

ITEM 11F. DONATION – SCHOOL SUPPLIES

The Hightstown Employee Activities Team of McGraw Hill, 148 Princeton Hightstown, Road, Hightstown NJ c/o Stephanie Mindzak, has donated school supplies for needy K-5 children in our school district. (as submitted)

ITEM 11G. GIFTED & TALENTED CONTENT SPECIALIST POSITION FOR GRADS 6-8

There is a need for a gifted and talented content specialist for grades 6-8 at the MHK middle school.

ITEM H. APPROVAL OF TRAVEL RELATED EXPENSES

Ronald Bolandi Kurt Stumbaugh Michael Dzwonar Debbie Feaster Robert Lavery Bonnie Fayer Patricia Bye Suzanne Fallon Tekelah Sherrod Kennedy Paul* Susan Lloyd*	Tropicana Hotel & Casino, Atlantic City, NJ	October 28, 29, 30, 2008	NJSBA Annual Convention	\$1,926.00	
Debbie Feaster Darlene Nemeth Other Staff Members TBA	Garden State Exhibit Center, Somerset, NJ	October 14-15, 2008	NJSC New Jersey Science Convention	\$800.00	
Kurt Stumbaugh	Holiday Inn, Runnemede, NJ	September 23, 2008	NJASBO Professional Development "School Business Administration Just Ask"	\$100.00	
Darlene Nemeth	The Conference Center at Mercer	October 7- 8, 2008	Differentiated Instruction & Understanding by Designing: Connecting Content&Kids	\$300.00	

Ronald Bolandi Kurt Stumbaugh Michael Dzwonar Debbie Feaster Robert Laverty Bonnie Fayer Patricia Bye Suzanne Fallon Tekelah Sherrod Kennedy Paul* Susan Lloyd*	Atlantic City, NJ	October 28, 29, 30, 2008	NJSBA Annual Convention Meals @ \$54.00 per person per day	\$1,458.00	9/8/08 6 of 11
Ronald Bolandi Kurt Stumbaugh Michael Dzwonar Debbie Feaster Robert Laverty Bonnie Fayer Patricia Bye Suzanne Fallon Tekelah Sherrod Kennedy Paul* Susan Lloyd*	Atlantic City, NJ	October 28, 29, 30, 2008	NJBSA Convention Mileage @ .505 per mile	TBD	
Thaddeus Thompson	Eatontown, NJ	September 18, 2008	Systems 3000 Training	No Cost	
Kurt Stumbaugh	Eatontown, NJ	October 20, 2008	Systems 3000 Training	No Cost	YTD
				\$4,584.00	\$8,121.00

*Added at meeting

ITEM 11I. SCHOOL MESSENGER: A SCHOOL COMMUNICATION SYSTEM

School Messenger was chosen over competitive products based on:

Simplicity of user interface; Ability to set up multiple lists and notification methods which can be handled by different individuals with different reply locations; Price; Massive call capacity; Seamless integration with SASI; Flexibility for notification with dual custody homes; Robust multi-question phone/web survey; Optional web access for parents to modify notification preferences; Ability to pull from student records files automatically from SASI which would allow period by period attendance calls (if so desired); Ability to add attachments to email notifications; Size of messages allowed.

ITEM 11J. APPROVE GRADE 8 ELECTIVES CURRICULA AND SYLLABI (on Sharepoint)

Course Title
Beginning Guitar – Map
Beginning Guitar - Syllabus
Beginning Piano - Map
Beginning Piano - Syllabus
Build Your Own PC - Syllabus
Home Design - Syllabus
Multimedia and Web Design - Syllabus
Computer Literacy Gr 7 - Syllabus
Painting Gr8 Art Elective - Syllabus
Painting Gr8 Art Elective - Map
Painting Gr8 Art Elective – Obj - Bench
Sculpture-3D Gr 8 Art Elective - Map
Sculpture-3D Gr 8 Art Elective - Syllabus
Sculpture-3D Gr 8 Art Elective – Obj - Bench
Theatre Appreciation/Acting - Syllabus
Theatre Appreciation/Acting - Map
Theatre Appreciation/Acting – Obj - Bench

ITEM 11K. APPROVAL OF ADDITIONAL TRAVEL: HHS SPORTING EVENTS Boys/Girls

Cross Country Tournaments:

West Windsor North – 9/13
 Bucks Mill Park, Colts Neck – 9/27
 Holmdel Park – 10/4
 Thompson Park, Monroe - 10/18
 Counties @ Washington Crossing Park – 10/31
 State Sectionals @ Thompson Park – 11/9

Travel to the following potential sites for Mercer County and NJSIAA Tournament games to be played in October/November for all Fall Sports:

Mercer County Park	Hamilton	Neptune
Robbinsville	Holmdel	Northern Burlington
PDS	Hopewell	Ocean Twp
Ewing	Jackson Liberty	Point Pleasant Boro
WWPN	Lakewood	Princeton
WWPS	Lawrence	Red Bank
Brick Twp	Long Branch	Wall
Freehold Boro	Middletown South	
Nottingham	Monmouth Regional	

ITEM 11L. APPROVE HS STOCIAL STUDIES AND ENGLISH CURRICULA

As submitted.

ITEM 11M. APPROVAL OF MINUTES FOR AUGUST 18, 2008

As submitted (copy on file in Board Secretary’s office and on District website)

ITEM 11N. APPROVAL TO ATTEND SCHOOL BOARDS CONVENTION

Every year some of the administration and school board members attend the annual New Jersey School Boards Convention, held in Atlantic City, NJ. This year the convention is October 28, 29, & 30, 2008. The following individuals will be attending this year.

- | | |
|---------------------|---|
| 1. Bolandi, Ronald | 7. Fayer, Bonnie |
| 2. Kurt Stumbaugh | 8. Bye, Patricia |
| 3. Dzwonar, Michael | 9. Fallon, Suzann |
| 4. Feaster, Debbie | 10. <i>Lloyd, Susan (added at meeting)</i> |
| 5. Laverty, Robert | 11. <i>Paul, Kennedy (added at meeting)</i> |
| 6. Sherrod, Tekelah | |

Costs:

Workshop Registration: \$1,100.00

Hotel: Tropicana Hotel & Casino \$1,926.00

Meals: Max per diem: 54.00 per State of NJ Office of Management and Budget Circular #06-14-OMB

Breakfast: 10.00

Lunch: 15.00

Dinner: 26.00

Incidentals : (non meal tips) 3.00

54.00

ITEM 11O. APPROVAL TO ATTEND WORKSHOPS

Systems 3000 Training for:

Visual Fund Accounting Budget Projection Module: October, 20th, 2008

Kurt Stumbaugh, SBA

Visual Payroll Training: September 18, 2008

Thaddeus Thompson, Asst. SBA

There is no cost to attend the above training.

Mileage reimbursement: .505 per mile

ITEM 11P. APPLICATION FOR SCHOOL FACILITIES GRANT

The District currently has a need for substantial roofing work throughout the district. A comprehensive analysis of the roofs was conducted in Nov. 2007. The State is currently accepting applications for school facilities projects grant funding. It is in the best interest of the district to pursue this grant funding and since the roof work may qualify as level 1 project, it is advantageous to pursue this state aid presently. It is recommended that the Board authorize the administration to work with the architectural firm of Garrison Architects and submit an Educational Facilities Construction and Financing Act (EFCFA) grant application for roof work as submitted.

ITEM 11Q. APPLICATION FOR SCHOOL FACILITIES GRANT – SPECIFIC LANGUAGE

Specific Board action language is required for the submission of grant applications for school facilities projects and amendment of Long Range Facility Plan. The Board hereby authorizes Garrison Architects to:

1. Submit the necessary NJDOE School Facilities applications for the re roofing work at the following schools: PLD, HHS, MHK, WCB, GNR.

2. Amend the Long Range Facility Plan as necessary to include the re roofing work at the following schools: PLD, HHS, MHK, WCB, GNR.

It is recommended that the Board authorize the architectural firm of Garrison Architects to submit an Educational Facilities Construction and Financing Act (EFCFA) grant application for roof work as described above and to amend the LRFP to include these projects as submitted.

ITEM 11R. CONTRACT FOR ARCHITECT FOR ROOF PROJECTS

As the District currently has a need to substantial roofing work throughout the District, this work requires the engagement of a licensed Architect to assist the District with these efforts. This appointment and related contract is entered into a professional services contract pursuant to 18A:18A.5a(1).

It is recommended that the Board authorize the engagement of the architectural firm of Garrison Architects and execution of the associated contract for professional services as submitted.

ITEM 11S. STAFF ELIGIBLE FOR MILEAGE REIMBURSEMENT 2008-09 SCHOOL YEAR

State travel regulations require the Board of Education to approve in advance payment for school related travel. The District compiles a list of individual(s) who may routinely receive the standard IRS mileage reimbursement rate for district related travel in accordance with collective bargaining agreements and unaffiliated employee terms of employment.

Staff to be added to this list:

Kevin Megill – Computer Technician

It is recommended that the Board approve the above employee added to the current list of staff eligible for reimbursement for school/district related travel for the period of July 1, 2008 through June 30, 2009.

ITEM 11T. CHAPTER 192/193 COMPLETION REPORT

Non public Chapters 192/193 Project Completion Reports are required to be submitted each year at the conclusion of the programs to provide the State with an accounting of the students served and the grant award and expenditures.

It is recommended that the Board authorize the Administration to submit the Chapter 192/193 Project Completion Report for the 2007-08 school year as submitted.

ITEM 11U. TUITION REIMBURSEMENTS: STAFF

It is recommended that the Board approve the reimbursement of tuition for the total amount of \$27,500.00 as submitted.

ITEM 11V. PERRY L. DREW EVENTS & FUNDRAISING

The PLD school and PLD Parent Teacher Organization request Board approval of their 2008-09 calendar of events and fundraisers as submitted.

ITEM 11W. FUELING STATION SETTLEMENT*

**This item was pulled from exception list to be a stand alone agenda item*

The Board attorney, Mr. David Coates, has negotiated a settlement offer for the host municipalities that addresses a long standing deficit condition.

The administration and counsel have carefully considered that substance of the proposals and it is recommended that the Board accept the proposed settlement offers from Hightstown and East Windsor to satisfy outstanding deficit amounts for the fuel station as submitted.

Mr. Coates, read the resolution for the fuel settlement. There was discussion. Minor revisions made to the Hightstown agreement. Paragraph 4 was eliminated. The word "current" was removed from paragraph 3 line 3. On page 1, the word purchase replaces the word use in paragraph 5, line 2.

Mr. Laverty moved, seconded by Mr. Hauck, to approve the fueling station settlement agreement with Hightstown Borough, and East Windsor Township as submitted.

On a roll call vote, members voting yes: Mr. Dolgon, Mr. Ettman, Ms. Fallon, Ms. Fayer, Mr. Hauck, Mr. Laverty, Ms. Lloyd, Mr. Paul, Ms. Weisman.

Members voting no: none. Members abstaining: none. Motion to approve was carried: unanimously.

RESOLUTION:

WHEREAS, the Board of Education of the East Windsor Regional School District has been involved in a process to ascertain monies owed by the Township of East Windsor and Borough of Hightstown for under billed fuel from their joint fueling facility going back to July 1, 2001 and for administrative expenses owed for the same period pursuant to an interlocal agreement; and

WHEREAS, the sum owed by the parties to the interlocal agreement for the "Gasboy" fueling system has been paid in full by all parties; and

WHEREAS, after a full review and discussions as outlined in the attached Press Release, a proposed settlement has been discussed; and

WHEREAS, said settlement has been found acceptable;

NOW, THEREFORE BE IT RESOLVED,

1. The Board acknowledges payment in the amount of \$20,782.00 from East Windsor Township for under billed fuel as outlined above and for unbilled administrative expenses in full settlement of claims the Board has for said items subject to the 2007/2008 reconciliation process.
2. The Board hereby accepts the offer of settlement as contained in the attached agreement with the Borough of Hightstown and authorizes and directs its officers to sign the attached agreement minus paragraph four which is not germane with the minor corrections found on its face.

-Kurt Stumbaugh, SBA/Board Secretary

ITEM 11X. TRANSFER REPORT FOR JUNE 2008 (REVISED)

The EWRSB submits to the County Business Administrator an updated report of budget transfers, changes in revenue and appropriations on a monthly basis.

It is recommended that the Board review and approve the budget transfers as submitted and after review of the document, and the Secretary's monthly financial report, and upon consultation with the appropriate District officials, to the best of its knowledge the Board certifies 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.

Pursuant to N.J.A.C.6A:23-2.11, I certify that as of June 30, 2008 no budgetary line item account has been over expended.

-Kurt Stumbaugh, Board Secretary

ITEM 11Y. BOARD SECRETARY'S & TREASURER'S REPORT: JUNE, 2008 (REVISED)

The Board Secretary's report and the Treasurer's report are submitted for Board approval. The Board Secretary's report is in agreement with the Treasurer of School Monies report.

ITEM 11Z. ORDERS OF PAYMENT/BILL LIST

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

It is recommended that the Board approve the attached bill lists for \$3,025,501.10 as submitted.

ITEM 11AA. FIELD TRIPS FOR HHS

It is recommended that the Board approve the planned trips for Hightstown High School Students as submitted.

Mr. Laverty moved, seconded by Mr. Hauck to approve the above listed agenda items by exception.

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

Members abstaining: none. Motion to approve was carried unanimously.

(Copies of agenda items are on file and available for review in the Board Secretary's office with advance notice.)

ITEM 12. SECOND OPPORTUNITY FOR PUBLIC COMMENT

None.

ITEM 13. SECOND OPPORTUNITY FOR BOARD MEMBERS' COMMENTS

Mr. Dolgon informed the Board that he cannot attend the Sept. 22, 08 meeting.

ITEM 14. EXECUTIVE SESSION

ITEM 15. OPEN SESSION

It was noted for agenda items 11H (Travel Related Expenses) & 11N (Approval to attend NJSBA Convention) that Board members: Susan Lloyd and Kennedy Paul were added to the list for approval.

ITEM 16. ADJOURN

Kurt Stumbaugh, Board Secretary