

## **EAST WINDSOR REGIONAL SCHOOL DISTRICT BOARD OF EDUCATION**

### **MINUTES of the REGULAR MEETING on JULY 11, 2016**

The Board of Education of the East Windsor Regional School District, Hightstown, NJ, held a regular meeting on Wednesday JULY 11, 2016 at 7:00 p.m. in the Hightstown High School Cafeteria located at 25 Leshin Lane, Hightstown, NJ.

**Members Present:** Pete Bussone, Paul Connolly, Tracy Healy, Robert Laverty, Kennedy Paul, Alice Weisman  
**Member(s) Absent:** Bertrand Fognies, Christine Harrington  
**Also Present:** Dr. Richard Katz, Chief School Administrator  
Paul M. Todd, SBA/Board Secretary  
David Coates, Board Legal Counsel

**1. WELCOME/SUNSHINE NOTICE:** Board President Alice Weisman called the meeting to order at 7:00p.m. and read the Open Public Meeting Act Statement: "Written advance notice of this meeting has been given in accordance with law. Minutes of this meeting are kept by the Board Secretary and are available to any member of the public requesting them 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. MOTION TO APPROVE AGENDA**

**Action:** Mr. Connolly moved, seconded by Mr. Paul to approve the agenda as submitted.

**Vote:** By a roll call poll of the Board, with all Board members present voting yes, Motion to approve carried unanimously.

#### **3. B RESOLUTION FOR EXECUTIVE SESSION**

**Action:** Mr. Connolly 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 executive sessions during its Meeting on MONDAY, JULY 11, 2016. These closed session's concern:

##### First Executive Session:

- Personnel Matters
- Student Matters – Bullying
- Attorney/Client Privilege

##### Second Executive Session:

- Interviews for New Board Member to Fill Vacant East Windsor Seat

Minutes of these closed sessions will be available in accordance with board policy when the need for confidentiality no longer exists."

**Vote:** By a roll call poll of the Board, with all Board members present voting yes, Motion to approve carried unanimously.

#### 4. VIOLENCE AND VANDALISM / HIB DATA

Dr. Katz updated the Board on the latest VVR/HIB data in the first of two presentations each school year. He was pleased to report the data represents a decrease of incidents in all categories. He noted all the HIB incidents were verbal in nature. The District will continue to address this issue in its character education programs.

#### 5. FIRST OPPORTUNITY FOR BOARD MEMBERS' COMMENTS

There were none.

#### 6. FIRST OPPORTUNITY FOR PUBLIC COMMENT

Dan, a representative from the East Windsor /Hightstown Mental Health and Substance Abuse Coalition spoke to the Board. The coalition is a group of concerned parents citizens and educators working to improve support for young adults in our community who are struggling with mental illness and drug addiction. He noted the District's current job opening for Supervisor of Guidance. The coalition would like to be part of the process / conversation in the replacement of such an important staff position.

#### 7. FIRST READING OF BOE POLICIES AND REGULATIONS:

- A. R 2431.2 - Medical Examination Prior to Participation on a School-Sponsored Interscholastic or Intramural Team or Squad (M) (Revised)
  - B. P 5310 - Health Services (M) (Revised)
  - C. P 5330.01 - Administration of Medical Marijuana (M) (New)
  - D. P & R 8462 - Reporting Potentially Missing or Abused Children (M) (Revised)
- (As this was a first reading, no action was taken).*

#### 8. SUPERINTENDENT'S REPORT

Dr. Katz started his report with acknowledging the Hightstown/ East Windsor Coalitions' concerns on the mental well-being of our students, and hiring of a new guidance supervisor. He noted that all the points made are well taken and some very good ideas and possible solutions were shared that are worth talking about. Dr. Katz then updated the Board on the upcoming curriculum work slated for the summer and outlined the revisions and changes in store for the K-12 spectrum.

#### 9. SECOND OPPORTUNITY FOR BOARD MEMBERS' COMMENTS

Ms. Healy thanked Dan for his comments and wanted to assure him they are heard and appreciated. Ms. Weisman acknowledged that this is something we continue to work on and we do value the community's support and input.

#### 10. SECOND OPPORTUNITY FOR PUBLIC COMMENT

No one spoke

#### 11. FIRST EXECUTIVE SESSION – the board went into closed session.

- Return to Open Session

**12. MOTION TO APPROVE ROUTINE ITEMS BY EXCEPTION**

Mr. Connolly moved, seconded by Mr. Paul, that having read and reviewed the materials received, to approve the listed below items by exception (in one action).

- A. Staffing (as submitted) posted on Google Drive
- B. Bullying Report as discussed at June 22, 2016 meeting
- C. 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	Not to Exceed	P.O. Number
Roman A. Perez	Bilingual Educational Evaluations	\$450.00 per Evaluation	\$16,000.00	17-00794
Preferred Home Health Care & Nursing Services	Nursing Services for Student (1)	Per Contract	\$25,000.00	17-00791
Preferred Home Health Care & Nursing Services	Nursing Services for Student (2)	Per Contract	\$70,000.00	17-00792

**D. Travel & Related Expenses**

**16-17 Balance Forward: \$9,066.81**

D. Torres	Student Services	July 21-22, 2016	Registration to attend The Assessment of Basic Language and Learning Skills and The Assessment of Functional Living Skills, Piscataway, NJ	405.00	405.00
L. Emmerson	MHK	Oct 20-21, 2016	Registration to attend 2016 FEA/NJSPA/NJASC Fall Conference, Long Branch, NJ	275.00	275.00
R. Dias N. Farias	PLD	Sept 29-30, 2016	Two registrations to attend Google Educator Boot Camp, Galloway, NJ	350.00	700.00
R. Ridge	Admin	Aug 10-11, 2016	Registration to attend My Learning Plan OASYS Super Admin Certification Course, Islandia, NY	525.00	525.00
R. Ridge	Admin	Aug 10-11, 2016	Anticipated expenses to attend My Learning Plan OASYS Super Admin Certification Course, Islandia, NY	275.00	275.00
R. Ridge	Admin	Aug 22-23, 2016	Registration to attend My Learning Plan Academy, Islandia, NY	525.00	525.00
R. Ridge	Admin	Aug 22-23, 2016	Anticipated expenses to attend My Learning Plan Academy, Islandia, NY	275.00	275.00
T. Abbes M. Tozzi J. Cuevas L. Vetere	GNR/ WCB/ Curric/ EMK	July 12, 14, 20; Sept 20, 2016	Four registrations to attend Stronge TEP ES/LEPES Training, Piscataway, NJ	\$596.00	2384.00

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R. Dias	PLD	Aug 15, 22, 2016	Registration to attend Transfer Your School Through Mindfulness, Monroe, NJ	250.00	250.00
L. Shupel	PLD	Oct 6, 2016	Registration to attend Dyslexia: What Educators Need to Know, Camden, NJ	149.00	149.00
P. Schad	Student Services	Aug 15, 2016	Registration to attend Oppositional Defiant and Disruptive Children Workshop, Princeton, NJ	219.00	219.00
P. Schad	Student Services	Aug 15, 2016	Anticipated expenses to attend Oppositional Defiant and Disruptive Children Workshop, Princeton, NJ	25.00	25.00
C. Bland	HHS	Aug 9-11, 2016	Registration to attend Teaching for Biliteracy, Strengthening Bridges Between Languages, Taunton, MA	495.00	495.00
C. Bland	HHS	Aug 9-11, 2016	Anticipated expenses to attend Teaching for Biliteracy, Strengthening Bridges Between Languages, Taunton, MA	825.00	825.00

July 11 Total	\$7,327.00
Sub Total	\$16,393.81
Adjustments	-2,200.00
YTD Total	\$14,193.81
Maximum expenditure for 2016-17	\$109,965.00

**E. Field Trip Locations for 2016-2017 School Year**

As submitted. Copy on file in Curriculum office and BA/Board Sec’y. Office

**F. School Supplies List for Grades K-5**

Approval is requested for the revision of the supply list for grades K-5. The revisions will ensure that students have the appropriate supplies needed to meet and exceed curricular expectations with our current resources.

**Kindergarten**

- Backpack (standard size-no wheels please)
- 1- Composition book wide ruled - Minimum 100 pages (marble book)
- 4-Large glue sticks
- Large pencil pouch/case with zipper
- 6-Pencils (non-mechanical), sharpened
- 1 pair of scissors, and 2 pocket folders (no fasteners)

**1<sup>st</sup> Grade**

- Backpack (standard size-no wheels please)
- 4-Composition books-wide ruled Minimum 100 pages (marble book) (No spiral notebooks please)
- 3-Pocket folders (no fasteners)
- 6-Large glue sticks, Pencils (2 doz. sharpened), Supply box-large

**2<sup>nd</sup> Grade**

- Backpack (no wheels please)
- 5-Composition books (marble book) Minimum 100 pages
- 6-Pocket folders (pockets at the bottom)
- 4-Large glue sticks, Pencils (1 doz. sharpened), Colored pencils, Pencil Box

**3<sup>rd</sup> Grade**

- Backpack
- 7-Composition books wide ruled Minimum 100 pages (marble book)
- 6-Pocket folders solid colors
- 4-Large glue sticks
- Pencils (non-mechanical), Colored pencils
- Highlighters, Erasers, Large pencil pouch/case with zipper, 2-Jumbo book socks (optional)

**4<sup>th</sup> Grade**

- Backpack
- 5-Composition books Minimum 100 pages (marble book)
- 3-Spiral notebooks
- 3-Pocket folders (no fasteners)
- Colored pencils and or markers, Highlighters, 4-Large glue sticks
- Pencils (non-mechanical), Large pencil pouch/case with zipper, 2-Large book socks (optional)

**5<sup>th</sup> Grade**

- Backpack
- 5-Composition books Minimum 100 pages (marble book)
- 3-Spiral notebooks wide ruled, 1 subject
- 6-Pocket folders
- 4-Large glue sticks
- Pens (erasable optional)
- Pencils (non-mechanical), Colored pencils, Highlighters-packet of multi-colored
- Large pencil pouch/case with zipper

**G. Approve ESEA-NCLB Grant Submission for FY 16-17**

Authorizes the submission of the ESEA-NCLB application for Fiscal Year 2016-2017, and accepts the assurances and grant award of these funds. The ESEA-NCLB for Fiscal Year 2016-2017 totals \$727,625 distributed as follows:

TITLE/DESCRIPTION	FUNDING
TITLE IA	\$505,673
TITLE IIA	\$75,143
TITLE III	\$129,826
TITLE III Immigrant	\$16,983

**H. 2016-2017 Fall Sports Schedules for MHK and HHS - Posted on district website.**

**I. Overnight Field Trips**

1. MHK Band & Chorus Trip To Pa

The 8<sup>th</sup> grade band/chorus of the Kreps Middle School would like to have an overnight field trip to Lancaster, PA from May 12-13, 2017.

2. HHS Teen Pep to Lanoka Harbor, NJ

The HHS Teen Program would like to attend an overnight retreat to Lanoka Harbor, NJ from Aug. 1-3, 2016.

3. HHS Cheerleading Camp Trip to Honesdale, PA

The HHS Cheerleading Team would like to attend an overnight trip to Honesdale, PA from Aug 17-20, 2016.

**J. Renewal of Consulting Agreement with A+Athlete Sports Medicine LLC for 16-17 school year**

The Board/District requires specialized medical services for the benefit of its secondary school (high school) students involved in its athletic programs. It is in the best interest of the District to retain the professional services of Dr. Adam Redlich, MD of A+Athlete Sports Medicine LLC, Robbinsville, NJ, for this purpose as per the terms and fees noted in the attached agreement for the ensuing year.

**PO # 17-00803 Account # 11-000-213-330-00-19-07**

*This agreement made as of the 1st day of July 2016, by and between the East Windsor Regional School District Board of Education, located at 25A Leshin Lane, Hightstown, NJ 08520, & A+Athlete-Sports Medicine, LLC, located at 38A Robbinsville-Allentown Road, Robbinsville, NJ 08691.*

**WITNESSETH:**

*WHEREAS, the Board/District wishes to make use of the specialized medical services able to be provided by A+ Athlete-Sports Medicine, LLC for the benefit of its secondary school students (I.E. LIMITED to Hightstown High School grades 9-12) and particularly those involved in its athletic programs, and*

*WHEREAS, A+ Athlete-Sports Medicine, LLC is skilled in the diagnosis and treatment of sports-related injuries and other medical problems, and*

*WHEREAS, A+ Athlete-Sports Medicine, LLC is willing to provide the specialized medical services as required by the District's secondary school student athletes upon the terms and conditions set forth herein,*

*NOW THEREFORE, in consideration of the covenants made by each party to the other, the Board/ District and A+ Athlete-Sports Medicine, LLC agree as follows:*

*A+ Athlete-Sports Medicine, LLC will serve as the Sports Medicine consultant to the Board, to the Board/ District's duly appointed secondary school medical inspector, and secondary school nurse.*

*A+ Athlete-Sports Medicine, LLC will communicate primarily with the secondary school nurse or as requested, with the school's athletic trainer, and his/her professional delegate. The school nurse or professional delegate will report to the medical inspector, and the school's athletic administrator, who will provide reports to the Board/District through the school Superintendent.*

*A+ Athlete-Sports Medicine, LLC will perform the annual pre-participation physical examination of secondary school students in compliance with the guidelines for such examinations established by State regulation in accordance with the following schedule and services:*

- *Fall Sports - full day in Summer (June, July or Aug.) at mutual convenience.*
- *Winter Sports - one half day in Fall (Sept., Oct. or Nov.) at mutual convenience.*
- *Spring Sports - one half day in Winter (Jan., Feb. or March) at mutual convenience.*

*a. Perform these physical examinations in concert with the secondary school nurse and her staff who shall pre-screen all of the students by examining their eyes and hearing, tabulating their height and weight, and taking their blood pressure.*

*b. Complete the record of each such examination on the form agreed upon between the school nurse and A+ Athlete-Sports Medicine, LLC. Each physician/healthcare provider commenting will initial the form opposite his or her comment. Additional physicians, nurse practitioners, physician assistants, medical students or appropriate provider may assist in the performance of such physicals.*

*c. The examination forms as completed will be forwarded to the medical inspector for review if necessary, after which it will be filed in student's medical file in the nurse's office.*

*d. The Board/District will supply the facilities, the time of the school nurse or professional delegate, and such miscellaneous supplies as are necessary to perform these examinations.*

*e. Provide such weight certification for wrestlers as called for under State regulations, and nutrition counseling.*

*A+ Athlete-Sports Medicine, LLC will be present at each previously scheduled regular season High School home varsity football game. In the event attendance at a particular game is not possible – the physician and athletic director together will work to find appropriate coverage.*

In return for receiving the services of A+ Athlete-Sports Medicine, LLC provided in this agreement, the Board/District will pay a base payment of \$10,750.00 for services rendered from: July 1, 2016 thru June 30, 2017 and \$275.00 per game for each home varsity football game (5 games) attended. The base payment of will be payable in three installments per the schedule as follows:

#1 Nov. 2016 base payment due of \$3,250.

#2 Feb. 2017 base payment due of \$3,750.\* (reflects increase in fee starting 2017)\*

#3 May, 2017 base payment due of \$3,750.

Payment for attendance at home football games will be paid by Dec. 15, of that year. A+ Athlete-Sports Medicine will provide the Board/District with an invoice prior to these dates for his base payment and attendance at games.

Services under this Agreement shall generally be provided on-site at Hightstown High School. When a student treated by Consultant as part of its duties hereunder, elects to continue treatment with Consultant at its practice location(s), it shall not be considered as part of the services provided pursuant to this Agreement, and Consultant shall be entitled to bill and collect for such services from patients and third party payers.

A+ Athlete-Sports Medicine, LLC will provide the athletic trainer with standing orders for the onsite treatment of the athletes of the School District. The standing orders will be within the limits of the New Jersey "Athletic Training Practice Act" (L.1984.C203) effective August 1, 1987.

This agreement is effective from July 1, 2016 to June 30, 2017 unless sooner terminated upon thirty days written notice by either party. In the event of early termination, the contract price shall be pro-rated and paid within the time provided therein.

IN WITNESS WHEREOF, this agreement has been executed by the parties hereto on or before the day and date first above written.

**K. RESOLUTION to Award Bid for Melvin H. Kreps Athletic Field Rehabilitation & Irrigation to Garden Irrigation of Morganville, NJ; and to Rescind Previous Award of Bid**

At the June 22, 2016 the Board approved the vendor Gowers Inc. of Southampton NJ for the award of bid to do the MHK Athletic Field Rehabilitation and Irrigation Project. The Bid results were:

<u>Vendor</u>	<u>Bid Amount</u>
Gowers Inc. of Southampton, NJ	\$342,890.
Garden Irrigation of Morganville, NJ	\$685,000.
*Aspen Landscaping Contracting of Union NJ	\$636,024.

\*vendor is disqualified. Did not meet bid specifications

On June 30, 2016, the Business Administrator received notice from Gower that they have retracted the award of bid and will not proceed to contract with the District. It is in the best interest of the District to re-award the bid to the next responsible qualified vendor, by **Resolution**.

**Whereas**, Gowers Inc. has retracted its bid for the MHK athletic field upgrade; and

**Whereas**, the vendor Garden Irrigation of Morganville NJ has provided a responsible and qualified bid and

**Whereas**, all required documents and information per the bid specifications have been met and provided,

**Therefore be it Resolved**, that the East Windsor Regional School District Board of Education, approves that it will re-award the Bid for the MHK Athletic Field Rehabilitation and Irrigation to Garden Irrigation of Morganville, NJ for the bid amount of \$685,000.

PO# 16-03693	Acc't: 12-000-400-450-00-00-03
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**L. Board Secretary and Treasurer's Report for May, 2016**

**WHEREAS**, the Board of Education has received the report of the Board Secretary and Treasurer for the month of **MAY, 2016** 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 Board 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; and **WHEREAS**, the report of the Treasurer is in agreement with the Report of the Secretary; **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), and Treasurer's Report, 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.

**M. Transfer Report for May, 2016**

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.

**N. Bill List for July 11, 2016 in the amount of \$13,899,896.48**

**Vote to approve exception items:** *On a roll call poll of the Board with all members present voting yes, motion to approve carried unanimously.*

**13. SECOND EXECUTIVE SESSION**

**The Board went into closed session for the purpose of interviewing the candidates for the open Board member seat.**

- **Return to Open Session;**

Upon returning to open session, Ms. Weisman commented on behalf of the Board, it was a pleasure to meet and speak with all the candidates this evening. We appreciate your interest in serving on the Board of Education. This is the first time in a long while we have had so many people wishing to be part of the Board. Ms. Weisman encouraged all to continue to look for ways to get involved in our district as you have much to offer.

**Motion to approve:** Mr. Connolly moved seconded by Mr. Paul to nominate **Ms. Erica DiRaimondo** to take the open seat for East Windsor on the Board of Education.

**Vote:** On a roll call poll of the Board with all members present voting yes, motion to approve carried unanimously.

Mr. Todd, Board Secretary then administered the Oath of Office to Ms. DiRaimondo, after which everyone congratulated her and wished her well.

Meeting adjourned.

Respectfully submitted by Paul Todd, Business Administrator/Board Secretary