



WEST WINDSOR-PLAINSBORO REGIONAL SCHOOL DISTRICT ADMINISTRATION & FACILITIES COMMITTEE

Minutes

June 3, 2014

1:30 P.M.

Village School – CST Conference Room

Committee:

Michele Kaish (*Chair*) - *absent*
Rachel Juliana
Louisa Ho

Administration Liaison:

Gerard Dalton
Russ Schumacher
Dave Aderhold
Alicia Boyko

Guests:

Dana Krug
George Duthie
Charlie DeFranco







- Village School
 - The expansion project at Village School offered the opportunity for the committee to meet in a different location and learn about progress from the architect, George Duthie and site supervisor, Charlie DeFranco. During the tour, the Committee visited the cafeteria for an explanation on the replacement of the floor as a capital project during the summer of 2014.
- Calendar - 2014-15 and 2015-16
 - The Committee received feedback from administration on the revised 2014-15 and 2015-16 calendars following review by PTA leadership, Superintendent's Advisory Council and Principals. The revised calendars add Presidents' Day as an additional emergency closing day for a total of four days.
- School and Facility Names Policy - Policy 7250
 - The Committee reviewed the policy for greater understanding based on recent inquiries.
- Athletic Shed Addition at HSN
 - The Athletic Director is working with the Buildings and Grounds Director for the placement of a shed to store track equipment at High School North. Currently, mats and other equipment are left outside in the elements and the need for proper storage was defined. The shed will be funded through the athletic department budget.
- Pupil Attendance and Extended Vacations
 - The Committee discussed concerns raised by building administration about the increased number of extended vacations. Data will be gathered following the close of the school year from Infinite Campus and school attendance personnel to develop recommendations that would revise Policy 5200 – Attendance.

NEXT MEETING: July 1 - 6:30 p.m. at Central office

**WEST WINDSOR-PLAINSBORO REGIONAL SCHOOL DISTRICT
PROPOSED REVISED 2014-2015 SCHOOL YEAR CALENDAR**

SEPTEMBER 2014				
M	T	W	Th	F
	AUGUST 26	AUGUST 27	AUGUST 28	
	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24		26
29	30			

FEBRUARY 2015				
M	T	W	Th	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27

COLOR CODES	
	Schools Closed
	Emergency Closing Day
	Early Dismissal: Conferences
	Early Dismissal Day K-12
	Professional Development Day
	PD Day. NEW Teachers Only.

OCTOBER 2014				
M	T	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

MARCH 2015				
M	T	W	Th	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

FALL 2014

8/26-28	PD Day. New Teachers Only.
9/1	Labor Day
9/2	Professional Development Day
9/3	First Day of School. Full Day K-12
9/25	Schools Closed
10/16-	Early Dismissal 6-8.
10/17	Parent-Teacher Conferences
10/23	Schools Closed. PD Day
11/6-7	Schools Closed
11/20-21	Early Dismissal K-8. Conferences
11/24-25	Early Dismissal K-5. Conferences
11/26	Early Dismissal K-12
11/27-28	Schools Closed. Thanksgiving Recess

NOVEMBER 2014				
M	T	W	Th	F
3	4	5		
10	11	12	13	14
17	18	19	20	21
24	25			

M	T	W	Th	F
		1		
		15	16	17
	21	22	23	24
	28	29	30	

WINTER 2014-2015

12/23	Early Dismissal K-12. Winter Recess
12/24-	Schools Closed.
12/26	Winter Recess
12/29 thru	Schools Closed.
12/31	Winter Recess
1/1-1/2	Schools Closed Winter Recess
1/19	Schools Closed. Martin Luther King Jr. Day
2/6	Early Dismissal K-5. Conferences
2/19	Schools Closed. PD Day

DECEMBER 2014				
M	T	W	Th	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22				

MAY 2015				
M	T	W	Th	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
	26	27	28	29

SPRING 2015

4/2	Emergency Closing Day
4/3-4/10	Spring Recess
4/24	Early Dismissal K-5. Conferences
5/25	Schools Closed. Memorial Day
5/26	Emergency Closing Day
5/27	Emergency Closing Day
6/18	Last Day of School. Early Dismissal K-12. High School Graduation.
6/19 & 6/22	Professional Development Days. NEW TEACHERS ONLY

JANUARY 2015				
M	T	W	Th	F
5	6	7	8	9
12	13	14	15	16
	20	21	22	23
26	27	28	29	30

JUNE 2015				
M	T	W	Th	F
1	2	3	4	5
8	9	10	11	12
15	16	17		19
22	23	24	25	26
29	30			

EMERGENCY CLOSING DAYS	
Days Used	Schools Will Be Open on the Following Days
1	May 27, 2015
2	May 26, 2015
3	February 16, 2015
4	April 2, 2015

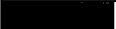





Note: If we have no emergency closing days, schools are closed on February 16, April 2, May 26, and May 27.

BOARD APPROVAL: XXX

**WEST WINDSOR-PLAINSBORO REGIONAL SCHOOL DISTRICT
PROPOSED REVISED 2015-2016 SCHOOL YEAR CALENDAR**

SEPTEMBER 2015				
M	T	W	Th	F
	AUGUST 25	AUGUST 26	AUGUST 27	
	1	2	3	4
	8	9	10	11
	15	16	17	18
21	22		24	25
28	29	30		

FEBRUARY 2016				
M	T	W	Th	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29				

COLOR CODES	
	Schools Closed
	Emergency Closing Day
	Early Dismissal: Conferences
	Early Dismissal Day K-12
	Professional Development Day
	PD Day. NEW Teachers Only.

OCTOBER 2015				
M	T	W	Th	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

MARCH 2016				
M	T	W	Th	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23		

FALL 2015

8/25-27	PD Day. New Teachers Only
9/1	Professional Development Day
9/2	First Day of School
9/7	Schools Closed. Labor Day
9/14	Schools Closed
9/23	Schools Closed
10/15-16	Early Dismissal 6-8: Conferences
11/5-6	Schools Closed
11/11	Schools Closed. PD Day
11/19-20	Early Dismissal K-8. Conferences
11/23-24	Early Dismissal K-5. Conferences
11/25	Early Dismissal K-12
11/26-27	Schools Closed. Thanksgiving Recess

NOVEMBER 2015				
M	T	W	Th	F
2	3	4		
9	10	11	12	13
16	17	18	19	20
23	24			
30				

APRIL 2016				
M	T	W	Th	F
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

WINTER 2015-2016

12/23	Early Dismissal K-12. Winter Recess
12/24-12/25	Schools Closed. Winter Recess
12/28-12/31	Schools Closed. Winter Recess
1/1	Schools Closed. Winter Recess
1/18	Schools Closed. Martin Luther King Jr. Day
2/5	Early Dismissal K-5. Conferences
2/8	Schools Closed. Professional Development Day

DECEMBER 2015				
M	T	W	Th	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22			

MAY 2016				
M	T	W	Th	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
	31			

SPRING 2016

3/24	Emergency Closing Day
3/25	Schools Closed. Spring Recess
3/28-4/1	Schools Closed Spring Recess
4/22	Early Dismissal K-5. Conferences
5/30	Schools Closed. Memorial Day
5/31	Emergency Closing Day
6/13	Emergency Closing Day
6/17	Last Day of School. Early Dismissal K-12. High School Graduation
6/20-21	Professional Development Days. NEW TEACHERS ONLY

JANUARY 2016				
M	T	W	Th	F
4	5	6	7	8
11	12	13	14	15
	19	20	21	22
25	26	27	28	29

JUNE 2016				
M	T	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	
20	21	22	23	24
27	28	29	30	

EMERGENCY CLOSING DAYS	
Days Used	Schools Will Be Open on the Following Days
1	June 13, 2015
2	May 31, 2015
3	February 15, 2015
4	March 24, 2015

Note: If we have no emergency closing days, schools are closed on February 15, March 24, May 31, and June 13.

POLICY

WEST WINDSOR-PLAINSBORO

REGIONAL
BOARD OF EDUCATION

PROPERTY

7250/Page 1 of 3

School and Facility Names

7250 SCHOOL AND FACILITY NAMES

The West Windsor-Plainsboro Board of Education reserves the right to name and to rename all schools and facilities of the district. The Board believes naming a district school or facility is a matter of importance that deserves thoughtful attention. In making a decision to name or rename a school or facility, the Board will strive to honor the traditions and high ideals of the district and the community it serves.

I. Definition.

For the purpose of this policy, a facility is a large place within school grounds used or designed for a specific purpose, such as a theatre, auditorium, cafeteria, lobby, commons, courtyard, library, media center, stage, athletic field, pool, or gymnasium.

II. Naming New Schools or Facilities.

The Board shall encourage citizen participation in the naming of any new district facility and, in each instance, shall set-up a means whereby suggestions will be solicited from the public.

Before naming any new facility, the Board shall appoint, upon the recommendation of the Administration and Facilities Committee, an Ad Hoc Naming Committee (Policy No. 9130.1) with a specific charge. The committee will invite interested citizens or township representatives to suggest name(s) and to offer written support for the appropriateness of their suggestion(s). The committee will review name(s) submitted and will submit up to three recommendations, with the grounds for their selections, to the Board for formal action.

Criteria

The Board shall provide approved criteria for decision-making to the committee, including, but not limited to:

- a. No discrimination because of race, creed, color, national origin, nationality, ancestry, age, sex, familial status, marital status, domestic partnership or civil union status, affectional or sexual orientation, gender identity or expression, mental or physical disability, and perceived disability, and AIDS and HIV status; or manner of death.



POLICY

WEST WINDSOR-PLAINSBORO

REGIONAL
BOARD OF EDUCATION

PROPERTY

7250/Page 2 of 3
School and Facility Names

- b. The history and traditions of West Windsor and Plainsboro Townships;
- c. Historical significance of an individual or groups to the life and growth of the communities;
- d. Especially significant, notable, or extraordinary contributions or achievements of an individual or group in the communities.
- e. Names of streets or local communities in identifying the location of a given school; and
- f. In no event shall a decision be made to name a school or facility after a person until at least five years after the individual's death or at least five years after the end of individual's formal association with the district.

III. Naming or Renaming Existing Schools and Facilities.

All requests to name or to rename a school or facility should be made to the Board President or the Superintendent in writing. The request will be forwarded to the Administration and Facilities Committee for consideration. If the Committee finds merit in the recommendation, it will follow the procedures outlined in section II.

IV. Other Commemorative and Memorial Recognition.

The Board recognizes the desire and importance of acknowledging and commemorating a student, teacher, administrator, or other member of the community who has died or retired, and who has made significant contributions to the school community, or whose achievements are especially significant, remarkable, or important.

Principals are authorized to approve the placement of plaques or signs, the planting of trees and gardens, and similar methods of commemorating and memorializing such persons. Such authority shall not include naming or renaming buildings or facilities, and shall be exercised only after the principal has established a school policy consistent with this policy and approved by the School Board.

V. Existing Facility Names, Commemorations, and Memorials.



POLICY

WEST WINDSOR-PLAINSBORO

REGIONAL
BOARD OF EDUCATION

PROPERTY

7250/Page 3 of 3
School and Facility Names

The Board of Education reserves the right to review and/or reconsider any district property named prior to the enactment of this policy.

Adopted: October 2, 2012



5200 ATTENDANCE

The Board of Education requires the pupils enrolled in the schools of this district attend school regularly in accordance with the laws of the State. The educational program offered by this district is predicated on the presence of the pupil and requires continuity of instruction and classroom participation. The regular contact of pupils with one another in the classroom and their participation in a well-planned instructional activity under the tutelage of a competent teacher are vital to this purpose.

Attendance at school may be excused for certain absences as defined by the Board. All absences for reasons other than excused, shall be unexcused.

Pupils absent from school for any reason are responsible for the completion of assignments missed because of their absence. No pupil excused for a religious holiday shall be deprived of an award or eligibility to compete for an award or the opportunity to make up a test given on the religious holiday.

Prolonged or repeated absences, excused or unexcused, from school or from class, deprive the pupil of the classroom experience deemed essential to learning and may result in retention at grade level or loss of credit toward the high school diploma in accordance with policies of this Board.

Pupils shall be subjected to the school district response for unexcused absences during the school year as outlined in N.J.A.C. 6A:16-7.8(a)4 and Regulation 5200. In addition, unexcused absences from school or from classes within the school day shall subject a pupil to the disciplinary rules of the Board, which may include the denial of a pupil's participation in co-curricular activities and/or athletic competition. Repeated truancies that interfere with efforts of this Board and its staff in the maintenance of good order and the continuity of classroom instruction may result in the suspension or expulsion of any pupil from the course of study during which absences have occurred or the suspension or expulsion in accordance with Policy Nos. 5610 and 5620.

The Superintendent shall calculate and monitor the average daily attendance rate for the district and for each school in the district. Whenever the average daily attendance rate for the district or for a school in the district does not meet the New Jersey Department of Education requirements, the Superintendent or designee shall develop performance objectives to improve pupil attendance pursuant to N.J.A.C. 6A:32-12.2(a)3.

N.J.S.A. 18A:36-14 et seq.; 18A:38-25 et seq.

N.J.S.A. 34:2-21.1 et seq.

N.J.A.C. 6A:16-7.8

Adopted: 9 November 2010

