



**WEST WINDSOR-PLAINSBORO REGIONAL SCHOOL DISTRICT**  
505 Village Road West, P.O. Box 505, West Windsor, NJ 08550-0505

**Mission Statement**

*Building upon our tradition of excellence, the mission of the West Windsor-Plainsboro Regional School District is to empower all learners to thoughtfully contribute to a diverse and changing world with confidence, strength of character and love of learning.*

**AUGUST 22, 2017: BOARD OF EDUCATION MEETING**

**Central Office**  
321 Village Road East, West Windsor, NJ 08550

**ACTION MAY BE TAKEN**

**6:30 PM Closed Executive Session – Room C110/111**  
**7:30 Public Meeting – Multi-Purpose Room**

**Board of Education**

Anthony Fleres, President  
Michele Kaish, Vice-President  
Isaac Cheng  
Carol Herts  
Louisa Ho  
Rachel Juliana  
Dana Krug  
Yingchao “YZ” Zhang  
Yu “Taylor” Zhong

**Student Representatives**

High School South  
High School North

**Liaison Appointments**

New Jersey School Boards Association: Yingchao Zhang  
Plainsboro Township Committee: Rachel Juliana  
Superintendent’s Advisory Council: Dana Krug  
West Windsor-Plainsboro Education Foundation: Michele Kaish  
West Windsor Board of Recreation Commissioners: Dana Krug  
West Windsor Township Council: Louisa Ho  
West Windsor-Plainsboro Regional School District PTA-PTSA: Michele Kaish

**Administration**

David Aderhold, EdD, Superintendent of Schools  
Christopher Russo, EdD, Assistant Superintendent, Finance/Board Secretary  
Martin Smith, Assistant Superintendent, Curriculum & Instruction  
Gerard Dalton, Assistant Superintendent, Pupil Services/Planning  
Charity Fues, Director, Human Resources/Affirmative Action Officer  
Russell Schumacher, Special Assistant for Labor Relations  
Gerri Hutner, Director, Communications

**I. OPENING/CALL TO ORDER**

In accordance with the State’s Sunshine Law, adequate notice of this meeting was provided by sending a notice of the time, date, location, and, to the extent known, the agenda of this meeting on January 3, 2017, and on August 18, 2017, to *The Princeton Packet*, *The Times*, *The Home News Tribune*, and West Windsor and Plainsboro Public Libraries. Copies of the notice also have been placed in the Board Office and in each of the district schools on January 3, 2017, and on August 18, 2017, and sent to Plainsboro and West Windsor township clerks on January 3, 2017, and on August 18, 2017.

**RECESS INTO CLOSED EXECUTIVE SESSION**

WHEREAS, the Open Public Meetings Act authorizes Boards of Education to meet in executive session under certain circumstances;

WHEREAS, the Open Public Meetings Act requires the Board to adopt a resolution at a public meeting to go into private session;

NOW THEREFORE BE IT RESOLVED by the West Windsor-Plainsboro Regional School District Board of Education that it is necessary to meet in executive session to discuss certain items involving:

1. Matters of personal confidentiality rights, including but not limited to, staff and/or student discipline matters, and specifically:	<b>Personnel Matters; Separation Agreement</b>
2. Matters in which the release of information would impair the right to receive government funds, and specifically:	
3. Matters which, if publicly disclosed, would constitute and unwarranted invasion of individual privacy, and specifically:	
4. Matters concerning negotiations, and specifically:	
5. Matters involving the purchase of real property and/or the investment of public funds, and specifically:	
6. Matters involving the real tactics and techniques utilized in protecting the safety and property of the public, and specifically:	
7. Matters involving anticipated or pending litigation, including matters of attorney client privilege, and specifically:	<b>Student ID# 325988; Docket No. EDU 07996-2017s</b>
8. Matters involving personnel issues, including but not limited to, the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or discipline of any public officer or employee, and specifically:	<b>Personnel Issues, and as noted on the agenda</b>
9. Matters involving quasi-judicial deliberations, and specifically:	

BE IT FURTHER RESOLVED that any discussion held by the Board which need not remain confidential will be made public as soon as feasible. The minutes of the executive session will not be disclosed until the need for confidentiality no longer exists.

BE IT FURTHER RESOLVED that the Board will return to open session to conduct business at the conclusion of the executive session, if necessary.

**II. PRESENTATIONS/REPORTS**

- A. Board President's Comments
- B. Superintendent's Comments
- C. Presentation: Pilot Dual Language Program

**III. FIRST OPPORTUNITY FOR PUBLIC COMMENTS**

The Board invites thoughts and reactions on agenda items and items of concern from members of our community who are present. Each participant is asked to give his or her name and address prior to making a statement, which will be limited to 3 minutes. All statements shall be directed to the presiding officer. This public comment period shall be limited to 60 minutes.

**IV. BOARD OF EDUCATION COMMITTEE REPORTS**

- Administration & Facilities Committee

**V. MEETING**

**A. ADMINISTRATION**

*To be voted on 08/22/17:* Recommend approval of the following resolutions:

**School Security Drills**

1. Acknowledge the following fire and security drills were performed in July 2017 in compliance with *N.J.S.A. 18A:41-1*:

<u>Fire Date</u>	<u>Security Date</u>	<u>School</u>
-	-	Dutch Neck Elementary School
-	-	Maurice Hawk Elementary School
7/13/17	7/25/17	Town Center Elementary School
7/12/17	7/13/17	J.V.B. Wicoff Elementary School
7/12/17	7/13/17	Millstone River School
7/18/17	7/19/17	Village School
7/10/17	7/17/17	Community Middle School
7/12/17	7/13/17	Thomas Grover Middle School
7/5/17	7/24/17	High School North
7/19/17	7/7/17	High School South

2. Acknowledge the following fire and security drills were performed in August 2017 in compliance with *N.J.S.A. 18A:41-1*:

<u>Fire Date</u>	<u>Security Date</u>	<u>School</u>
-	-	Dutch Neck Elementary School
-	-	Maurice Hawk Elementary School
8/1/17	8/7/17	Town Center Elementary School
8/3/17	8/2/17	J.V.B. Wicoff Elementary School
8/2/17	8/3/17	Millstone River School
-	-	Village School
8/1/17	8/3/17	Community Middle School
8/3/17	8/2/17	Thomas Grover Middle School

8/2/17	8/10/17	High School North
8/9/17	8/18/17	High School South

**Nonpublic Grant - Nursing**

3. To accept Nonpublic Grants from the State of New Jersey, Department of Education, Division of Finance, for Nonpublic Nursing Aid for fiscal year 2017-2018, as follows:

Children’s House of the Windsors	\$3,977.00
French American School of Princeton	\$16,199.00
Montessori Corner at Princeton Meadows	\$1,552.00
Montessori Country Day	\$2,716.00
The Laurel School of Princeton	\$2,910.00

**Nonpublic Grant - Security**

4. To accept Nonpublic Grants from the State of New Jersey, Department of Education, Division of Finance, for Nonpublic Security Aid for fiscal year 2017-2018, as follows:

Children’s House of the Windsors	\$3,075.00
French American School of Princeton	\$12,525.00
Montessori Corner at Princeton Meadows	\$1,200.00
Montessori Country Day	\$2,100.00

**Articulation Agreements – Thomas J. Rubino Academy**

5. Authorize execution of an agreement for the 2017-2018 school year with the Mercer County Technical School District for placement of students in the alternative high school program at the Thomas J. Rubino Academy.
6. Authorize execution of an agreement for the 2017-2018 school year with the Mercer County Technical School District for two Interim Alternative Education program placements (total 360 days with individual student placements generally not to exceed 45 days) at the Thomas J. Rubino Academy.

**Affirmative Action Officers**

7. Adopt the following resolution:

Whereas, New Jersey public schools and the West Windsor-Plainsboro Regional School District are required to develop and implement a Comprehensive Equity Plan to identify and resolve all equity needs affecting its schools, pupils, or staff, as indicated in *N.J.A.C. 6:4-1 et.seq.*; and

Whereas, an Affirmative Action Officer is necessary to uphold the regulations pertaining to *N.J.S.A. 18A:36-20, 10:5, N.J.A.C. 6:4*, Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972; Section 504 of the Rehabilitation Act of 1973; the Americans with Disabilities Act of 1990; and the Individuals with Disabilities Education Act of 1977; now, therefore be it

Resolved, that Affirmative Action Officers be appointed with the West Windsor-Plainsboro Regional School District, for the school year, as follows:

- Charity Fues, District Affirmative Action Officer
- Peter James, High School North Affirmative Action Officer
- Paul Hamnett, High School South Affirmative Action Officer
- Daniel Savarese, Community Middle School Affirmative Action Officer
- Jack Colella, Grover Middle School Affirmative Action Officer
- Lori Skibinski, Millstone River School Affirmative Action Officer
- Guy Tulp, Village School Affirmative Action Officer
- Laura Bruce, Dutch Neck Elementary School Affirmative Action Officer
- Erin Falk, Maurice Hawk Elementary School Affirmative Action Officer
- Renee Osterbye, Town Center Elementary School at Plainsboro Affirmative Action Officer
- Michael Welborn, J.V.B. Wicoff Elementary School Affirmative Action Officer

### **Guidance**

8. Approve the first year of a three-year agreement with Hobsons to provide Naviance software services for college and career planning for middle schools and high schools, beginning September 16, 2017, at a cost of \$20,054.80 per year.

### **Professional Services**

9. Approve rates for the following professional services for the 2017-2018 school year:

#### **Special Services-Consultants/Evaluators**

- a) Baystate Interpreters, Inc.: On-site Interpreting, Tier 1: \$70/hour, Tier 2: \$75/hour, Tier 3: \$80/hour
- b) Pediatric Therapy Solutions: Speech/Language, OT, and PT Evals: \$400; Direct, Group, or Consultative Services: \$90/hour; Participation in Parent Conferences and/or Annual Reviews: \$90/hour.
- c) Bridges to Employment, a division of Alternatives, Inc.: \$60/hour, \$75 for transportation per trip.
- d) Elliot Gursky, MD: Psychiatric evaluation/\$600
- e) The Master Teacher, Inc.; (ParaEducator Online Training) Site License for District/\$5,499.

#### **Special Services-Private School Agreements**

10. Authorize the execution of agreements with the following private schools for students with disabilities:
  - a) The Devereux Foundation, Glenholme School
  - b) SEARCH Day Program

#### **Extraordinary Aid**

11. Accept the 2016-2017 Extraordinary Aid Grant in the amount of \$1,481,806 from the New Jersey Department of Education in accordance with the Comprehensive Educational Improvement and Financing Act (CEIFA) for Special Education pupils whose educational and support costs exceed \$40,000 for public school programs and if in a separate private school for students with disabilities, the educational and support costs that exceed \$55,000.

**Policies and Regulations: First Reading**

12. First reading of the following policies and regulations:

- P2270 Religion in Schools
- P3126 District Mentoring Program
- P3221 Evaluation of Teachers
- P3222 Evaluation of Teaching Staff Members
- P3223 Evaluation of Administrators
- P3224 Evaluation of Principals

- R3126 District Mentoring Program
- R3221 Evaluation of Teachers
- R3222 Evaluation of Teaching Staff Members
- R3223 Evaluation of Administrators
- R3224 Evaluation of Principals

**Administrator Contracts - Merit Goal Submission**

13. Authorize submission of the 2017-2018 merit goal action plan(s) with appropriate documentation for review and approval by the executive county superintendent for the following:

- a) David Aderhold, EdD, Superintendent of Schools
- c) Gerard Dalton, Assistant Superintendent, Pupil Services/Planning
- d) Martin Smith, Assistant Superintendent, Curriculum & Instruction

**B. CURRICULUM AND INSTRUCTION**

*To be voted on 08/22/17:* Recommend approval of the following resolutions:

**Dual Language Immersion Program**

- 1. Approve the development of pilot dual language programs in Mandarin Chinese and Spanish for Kindergarten students in September 2018.

**Nonpublic Grant - Technology**

- 2. Accept Nonpublic Grants from the State of New Jersey, Department of Education, Division of Finance, for Nonpublic Technology Aid for fiscal year 2017-2018, as follows:

Children’s House of the Windsors	\$1,517.00
French American School of Princeton	\$6,179.00
Montessori Corner at Princeton Meadows	\$592.00
Montessori Country Day	\$1,036.00

- 3. Approve the expenditure of the FY 2018 NJ Nonpublic School Technology Initiative as follows:

Montessori Corner	\$ 146.57
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**Evaluation Instruments**

- 4. Approve the Charlotte Danielson Framework for Teaching (2013) as the evaluation instrument for all certificated staff, except administrators.
- 5. Approve the Multidimensional Leadership Performance Rubric as the evaluation instrument for administrators.

**C. FINANCE**

*To be voted on 08/22/17:* Recommend approval of the following resolutions:

**Business Services**

- 1. Payment of bills as follows:
  - a) Bill List General for August 22, 2017 (run on 8-17-17) in the amount of \$7,071,540.68.
  - b) Bill List Capital for August 22, 2017 in the amount of \$0.
- 2. Budget transfers as follows:
  - a) 2017-2018 school year as shown on the expense account adjustments for July 31, 2017 (run on 8-7-17) (Adjustment Numbers 001-080).
- 3. Accept the following reports this will become a permanent part of the Board Minutes:
  - A-148 Report of the Secretary to the Board of Education as of June 30, 2017, indicating that no major account is over-expended and the Board secretary certifies that no line item is over-expended and that sufficient funds are available to meet the district’s financial obligations for the remainder of the year.

A-149 Report of the Treasurer of School Monies to the Board of Education as of June 30, 2017.

**Nonpublic Grant - Textbooks**

- 4. Accept Nonpublic Grant from the State of New Jersey, Department of Education, Division of Finance, for Nonpublic Textbook Aid for fiscal year 2017-2018, as follows:

Children’s House of the Windsors	\$2,246.00
French American School of Princeton	\$9,148.00
Montessori Corner at Princeton Meadows	\$ 876.00
Montessori Country Day	\$1,534.00

**Equipment Disposal**

- 5. The disposal of obsolete equipment that has met the district’s life expectancy. [The age and/or physical condition of the equipment rendered it ineffective.]

**Food Services**

Traulsen Freezer Model G22210 at Hawk, Serial #T177080698  
Ice Cream Counter, Delfield Model SCF-36 at Grover – 3

Millstone River School

Cafeteria Tables – 48-inch rectangular – 10  
Student Chairs, solid plastic with metal legs – 300  
Metal teacher desks – 3  
Wooden teacher desks – 1  
Computer Tables – 2

Grover Middle School

Student Desks – 50

Technology

1505n printer - 2	HP Compact
Acer monitor - 30	HP deskjet 6988
Apple blade servers - 2	HP laserjet 2200Dn
Apple laser writer select	HP laserjet 40250
AV cabinet	HP LaserJet CP350n
BrotherHL-5340D printer	HP office jet 6500
Cannon Lide25	HP D4360
Catalyst 2960	IBM wheel writer 1000
CRT monitor - 3	Keyboards - 23
Dell 1320 printer - 2	Lenovo thinkcentre - 2
Dell 620s - 10	Mac mini
Dell desktop computer - 35	Macbook - 3
Dell laptop - 37	Monitors misc - 55
Dell monitor - 14	OKI B6300
Dell poweredge 2950 - 2	Optiplex Desktop 6205 - 2
Deskjet 6980 - 4	Optiplex Desktop 745 - 14
Dukane	Optiplex Desktop 755 - 6
Epson 4490 photo scanner	Optiplex Desktop gx 520 - 6
G4010 scanner - 2	Optiplex Desktop gx 620
Hitachi CP-x251	Pair of desktop speakers
Hitachi cpx-2011	Panasonic color video monitor
Hitachi cpx-251	Tensor 13w lamp
Hitachi cpx-328	Tripplite video splitter
HP 1022 printer	UPS unit - 2
HP 2015 - 2	VCR - 2
HP 2420 printer - 3	VGA multiplier
HP 4200 printer	VGA splitter
HP 4200n printer	Webcam
HP color laserjet	Wired speaker
HP color laserjet 3600n	Zebra p310

**Travel and Related Expenses Reimbursement**

6. As required, pursuant to *N.J.S.A. 18A:11-12*, Board Policy 6471 requires the Board of Education to approve in advance certain travel expenditures of Board members and school district employees. Travel expenditures incurred by the Board of Education or reimbursed to Board members or employees must comply with the requirements and limitations contained in *N.J.S.A. 18A:11-12*, the aforementioned Board bylaw and policies, and are subject to the annual limitation on the district's travel expenditures established by the Board of Education. All requests for approval of travel by school district employees that require the approval of the Board of Education have been reviewed and approved by the Superintendent of Schools. To approve the following:



- a) Two district administrators to attend Visible Learning and Foundation Day at Hofstra University, Hempstead, New York, on October 10, 2017, at a cost of \$655 including travel expenses per person.
- b) One Guidance counselor to attend Campaign Connect School Climate Facilitator Training in Monroe, New Jersey, from August 16-17, 2017, at a cost of \$500 plus mileage.[This item is being approved retroactively.]
- c) One purchasing specialist to attend the Point-Counterpoint Symposium in Neptune, New Jersey, on September 15, 2017, at a cost of \$125 plus mileage.
- d) Two secretaries to attend MS Excel 2016 I and MS Excel 2016 II Workshops at Mercer County Community College, West Windsor, New Jersey, on December 5-7, 2017, and on December 12-14, 2017, at a total cost of \$1,060 plus travel.

**Transportation**

Addendums – Additional Mileage

- 7. Award 2017-2018 Student Transportation Contract Addendum Multi-Contract Number RB-PUB16-1, route TG25, awarded to Rick Bus Company on June 27, 2017. Original route cost \$129.39 per day for 180 days, with an adjustment of \$65.00 per day additional mileage for 180 days for an adjusted route cost of \$194.39 per diem. The final adjusted cost is \$34,990.20.

Quotes – School Related Activities

- 8. Award the 2017-2018 Student Transportation Contract – School Related Activities, Multi Contract Number 18174 to Rick Bus Company as follows:

<u>Trip ID#</u>	<u>Destination</u>	<u>Cost Per Bus</u>	<u># Buses</u>	<u>Adj Cost Per Hour</u>
18174	Oak Tree Rd. Edison NJ	\$ 452.00	2	\$0.00

Quotes – School Related Activities

- 9. Award the 2017-2018 Student Transportation Contract – School Related Activities, Multi Contract Number 18053 to A-1 Limousine, Inc. as follows:

<u>Trip ID#</u>	<u>Destination</u>	<u>Cost Per Bus</u>	<u># Buses</u>	<u>Adj Cost Per Hour</u>
18053	Delaware and Williamsburg VA	\$3,747.75	3	\$ 92.16

Cancellation – Renewal

- 10. Cancel 2017-2018 Student Transportation Contract Renewal – Multi Contract Number DA-PUB14-4, route VIPS1P awarded to George Dapper, Inc on June 27, 2017. Final adjusted route cost is \$0.00

**D. PERSONNEL**

*To be voted on 8/22/17:* Recommend approval of the following resolutions:

## **Comprehensive Equity Plan**

1. Approve the Comprehensive Equity Plan Annual Statement of Assurance for the 2017-2018 school year.

## **Student Teachers**

2. Approve the following student teachers for fall 2017, with no requirement for edTPA videotaping, pending background clearances:
  - a. Charles Wiebel: High School South (Rutgers University)
  - b. Ben Young: High School South (Rutgers University)

## **Guidance Interns**

3. Approve the following Guidance interns for fall 2017, with no requirement for edTPA videotaping, pending background clearances:
  - a. Amanda Witkowski: Maurice Hawk Elementary School (The College of New Jersey)
  - b. Christine Isola: High School South (The College of New Jersey)

## **Personnel**

4. Personnel Items:
  - A. Administrators
  - B. Certificated Staff
  - C. Non-Certificated Staff
  - D. Substitutes/Other
  - E. Extracurricular/Extra Pay
  - F. Community Education Staff
  - G. Emergent Hiring

## **VI. APPROVAL OF BOARD OF EDUCATION MINUTES**

### **To be voted on 8/22/17:**

- A. June 27, 2017 Public Hearing & Meeting (revised)
- B. July 25, 2017 Closed Executive Session
- C. July 25, 2017 Meeting

## **VII. BOARD LIAISON REPORTS**

## **VIII. NEW BUSINESS**

## **IX. SECOND OPPORTUNITY FOR PUBLIC COMMENTS**

Fifteen minutes will be provided at the end of the meeting for public comments. Each participant is asked to give his or her name and address prior to making a statement, which will be limited to three minutes. All statements shall be directed to the presiding officer. This public comment period shall be limited to 15 minutes.

## **X. ADJOURNMENT**