



WEST WINDSOR-PLAINSBORO REGIONAL SCHOOL DISTRICT
321 Village Road East, 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.

NOVEMBER 28, 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 PM 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

Dillon Henry, High School North
Alexandra Vena, High School South

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 November 22, 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 November 22, 2017, and sent to Plainsboro and West Windsor township clerks on January 3, 2017, and on November 22, 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:	Personnel Matters
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:	Negotiations with WWPEA and WWPSA
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:	Food Services contract resolution
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:	Personnel Issues, and as noted on the agenda
9. Matters involving quasi-judicial deliberations, and specifically:	HIB Review

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. 2018-2019 Program of Studies
- D. Comprehensive Annual Financial Report

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 three 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
- Curriculum Committee
- Finance Committee

V. **MEETING**

A. **ADMINISTRATION**

To be voted on 11/28/17: Recommend approval of the following resolutions:

Harassment, Intimidation, and Bullying

1. Affirm the superintendent of school's recommendation for disciplinary consequences and/or remedial actions as required by the State of New Jersey under the Anti-Bullying Bill of Rights for a report dated November 20, 2017, for the following case numbers: VES112017001; VES111917001; MHE111317001; HSS111317001; HSN111317001; and CMS110817001.

Consultants-Special Services

2. Approve the following IDEA consultants at a rate of \$400 per day, not to exceed a total of 30 days from December 4, 2017, to May 30, 2018, to be paid through the IDEA grant:
 - a) Yvette Muniz, school psychologist
 - b) Suzanne McMaster, school psychologist
 - c) Karen Kelley, learning consultant
 - d) Cheryl Lowenbraun, school psychologist

Policy and Regulation: First Reading

3. First reading of the following policy and regulation: P7424 / R7424 Bed Bugs.

School Calendar

- 4. To approve the 2019-2020 school year calendar.
[The draft calendar is posted on the web site.]

Uniform State Memorandum of Agreement Resolution

- 5. The Uniform State Memorandum of Agreement Resolutions between the West Windsor-Plainsboro Regional School District Board of Education and Middlesex County Law Enforcement Officials and between the West Windsor-Plainsboro Regional School District Board of Education and Mercer County Law Enforcement Officials; and

Whereas, the Uniform State Memorandum of Agreement between West Windsor-Plainsboro Regional School District Board of Education and Law Enforcement Officials was established in 1988 by the State Board of Education and codified in *N.J.A.C. 6.29-10.1*; and

Whereas *N.J.A.C. 6.29-10.1* established statewide policies and procedures for ensuring cooperation between education officials and law enforcement agencies; and

Whereas, those policies and procedures are consistent with, and complementary to, the State Memorandum of Agreement approved by the Department of Law and Public Safety and the Department of Education (revised in 2015); and

Whereas, this agreement addresses the state’s evolving drug and alcohol problems and the problem of firearms and other weapons brought on to school property; now, therefore be it

Resolved, that the Uniform State Memorandum of Agreement between West Windsor-Plainsboro Regional School District and the Plainsboro Township Police Department be approved; and be it further

Resolved, that the Uniform State Memorandum of Agreement between West Windsor-Plainsboro Regional School District and the West Windsor Township Police Department be approved.

B. CURRICULUM AND INSTRUCTION

To be voted on 11/28/17: Recommend approval of the following resolutions:

ESSA Grant

- 1. Revise the original entitlement grant submission for the Fiscal Year 2018 “Elementary and Secondary Education Act” (ESEA) grant from the State of New Jersey, originally approved for submission on July 25, 2017, to \$706,087 to include prior year carryover as follows:

Title I	\$ 336,846
Title II Part A	\$ 143,172
Title III	\$ 114,246
Title III Immigrant	\$ 101,823
Title IV Part A	\$ 10,000

Disposal of Instructional Materials

2. Approve the disposal of the following obsolete items in accordance with R7300.1:
 - 563 books from the High School South Media Center
 - 293 books from the Maurice Hawk Elementary School Library
 - 33 books from Millstone River School Library

All items meet the criteria: Are so outdated as to no longer serve as worthy instructional tools.

Overnight Field Trips

3. Approve the following field trips:

Grover Middle School/Community Middle School

- a) FTC and FRC Robotics Teams to Detroit, Michigan, from April 25, 2018, to April 28, 2018. The total cost is approximately \$700 per student. [Originally approved September 12, 2017; reapproving due to new location.]

High School North

- b) Model Congress to Yale University, New Haven, Connecticut, from November 30, 2017, to December 3, 2017. The cost of the trip is approximately \$390 per student. [Originally approved September 12, 2017; reapproving due to a date change.]
- c) Science Olympiad to MIT, Cambridge, Massachusetts, from January 19, 2018, to January 20, 2018. The cost of the trip is approximately \$150 per student.
- d) Science Olympiad to Cornell University, Ithaca, New York, from February 26, 2018, to February 27, 2018. The cost of the trip is approximately \$150 per student.
- e) Model Congress to Columbia University, New York, New York, from January 25, 2018, to January 28, 2018. The cost of the trip is approximately \$390 per student.
- f) Future Business Leaders of America to the FBLA State Leadership Conference in Atlantic City, New Jersey, from March 7, 2018, to March 9, 2018. The total cost of the trip is approximately \$300 per student.
- g) Washington Seminar to Washington D.C., from March 20, 2018, to March 24, 2018. The cost of the trip is approximately \$775 per student.
- h) Model Congress to University of Pennsylvania, Philadelphia, Pennsylvania, from March 22, 2018, to March 25, 2018. The cost of the trip is approximately \$418 per student.
- i) FTC and FRC Robotics Teams to Detroit, Michigan, from April 25, 2018, to April 28, 2018. The total cost is approximately \$700 per student. [Originally approved September 12, 2017; reapproving due to new location.]
- j) Science Olympiad to Colorado State University in Fort Collins, Colorado, from May 18, 2018, to May 20, 2018. The cost of the trip is approximately \$1,000 per student.

High School South

- k) FRC Robotics Team to Mount Olive High School, Mount Olive, New Jersey, from March 9, 2018, to March 11, 2018. The cost of the trip is approximately \$175 per student.
- l) FRC Robotics Team to Lehigh University in Bethlehem, Pennsylvania, from March 23, 2018, to March 25, 2018. The cost of the trip is approximately \$400 per student.
- m) FTC and FRC Robotics Teams to Detroit, Michigan, from April 25, 2018, to April 28, 2018. The total cost is approximately \$700 per student. [Originally approved September 12, 2017; reapproving due to new location.]

Athletics

- n) High School South Cheerleaders to Orlando, Florida, for the UCA National Cheer Competition, from February 8, 2018, to February 12, 2018. The cost of the trip is approximately \$975 per student.

C. FINANCE

To be voted on 11/28/17: Recommend approval of the following resolutions:

Business Services

- 1. Payment of bills as follows:
 - a) Bill List General for November 28, 2017 (run on 11-20-17) in the amount of \$9,557,875.47.
- 2. Budget adjustments as follows:
 - a) 2017-2018 school year as shown on the expense account adjustments for October 2017 (run on 11-07-17) (Adjustment Numbers 206 - 255).
- 3. Accept the following reports, which will become a permanent part of the Board Minutes:
 - a) A-148 Report of the Secretary to the Board of Education as of September 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.
 - b) A-149 Report of the Treasurer of School Monies to the Board of Education as of September 30, 2017.

Audit Report – 2016-2017 School Year

- 4. Accept the audit report for the 2016-2017 school year as prepared by Wiss & Company, LLP, for the Comprehensive Annual Financial Report (CAFR) and findings which was reviewed and discussed by the Board of Education for the year ending June 30, 2017.
- 5. There were no findings for the Board of Education to review in the reporting period ending June 30, 2017; therefore, filing a Corrective Action Plan is non-applicable.

Bid Awards

Buildings & Grounds

- 6. Award the November 17, 2017, Bid #058 Carpet Removal/VCT & Carpet Install 2017-2018 School Year, as recommended by Buildings & Grounds to The Flooring Solution, in the single overall contract bid award of \$69,750, contingent upon attorney review and final approval of bid documents.

Other Single Overall Bid: Commercial Interiors Direct, Inc \$179,650

Other Capital Projects Submission

- 7. Approve the following resolution:

Resolved, that the West Windsor-Plainsboro Regional School District Board of Education approve the following projects:

School Name	Project	FVHD	DOE Number
Thomas Grover Middle School	Roof Renovations	5044	5715-035-18-1000
High School South	Toilet Room Renovations	5045	5715-020-18-1000
J.V.B. Wicoff Elementary	Moisture Remediation	5046	5715-050-18-2000
J.V.B. Wicoff Elementary	Gym Floor Replacement	5047	5715-050-18-1000

Be it further resolved that the district’s architects, Fraytak Veisz Hopkins Duthie, P.C., are authorized to submit the above projects to the New Jersey Department of Education for approval on the district’s behalf.

Be it further resolved that the above projects be approved as “other capital projects” as defined in *N.J.A.C. 6A:26*. The district will not seek State funding for the above projects.

Be it further resolved that amendments to the Long-Range Facilities Plan by Fraytak Veisz Hopkins Duthie, P.C., to incorporate the above projects be approved.

Transportation

Quotes – To and From School

- 8. Award the Student Transportation Contract-Multi Contract Number LARKSWIM to George Dapper, Inc for the 2017-2018 school year as follows:

<u>Route</u>	<u>Destination</u>	<u>Cost per Diem</u>	<u>#Days</u>	<u>Aide per Diem</u>	<u>Inc/Dec</u>
LARKSWIM	High School North	\$ 80.40	32	\$ 24.00	\$2.50

- 9. Award the Student Transportation Contract-Multi Contract Number ALPHA12 to Good Dove, LLC for the 2017-2018 school year as follows:

<u>Route</u>	<u>Destination</u>	<u>Cost per Diem</u>	<u>#Days</u>	<u>Aide per Diem</u>	<u>Inc/Dec</u>
ALPHA12-2	Alpha School	\$223.00	63	\$ 75.00	\$ 2.00

10. Award the Student Transportation Contract-Multi Contract Number TGMS to A-1 Limousine, Inc. for the 2017-2018 school year as follows:

<u>Route</u>	<u>Destination</u>	<u>Cost</u> <u>per Diem</u>	<u>#Days</u>	<u>Aide</u> <u>per Diem</u>	<u>Inc/Dec</u>
TGMS-2	Thomas Grover Middle School	\$140.00	131	N/A	\$ 2.85

11. Award the Student Transportation Contract-Multi Contract Number NBHS to A-1 Limousine, Inc. for the 2017-2018 school year as follows:

<u>Route</u>	<u>Destination</u>	<u>Cost</u> <u>per Diem</u>	<u>#Days</u>	<u>Aide</u> <u>per Diem</u>	<u>Inc/Dec</u>
NBHS	Northern Burlington County Regional HS	\$237.50	79	N/A	\$ 2.85

12. Award the Student Transportation Contract-Multi Contract Number DOTSHUTTLE to A-1 Limousine, Inc. for the 2017-2018 school year as follows:

<u>Route</u>	<u>Destination</u>	<u>Cost</u> <u>per Diem</u>	<u>#Days</u>	<u>Aide</u> <u>per Diem</u>	<u>Inc/Dec</u>
DOTSHUTTLE	Department of Transportation	\$ 165.00	48	N/A	\$ 2.85

Bid Awards - Public Routes

13. Award the November 15, 2017, Bid Number PUB17-4, Student Transportation Contract – Multi Contract for the 2017-2018 school year effective July 1, 2017, through June 30, 2018, as follows:

- a) Student Transportation Contract-Multi Contract Number RB-PUB17-4 to Rick Bus Company:

<u>Route</u>	<u>Destination</u>	<u>Cost</u> <u>per Diem</u>	<u>#Days</u>	<u>Aide</u> <u>per Diem</u>	<u>Inc/Dec</u>
TCPS3P	Town Center Elementary	\$ 131.00	131	\$ 41.00	\$ 3.00
RB12	Rugby School	\$ 380.00	137	\$ 90.00	\$ 3.00

- b) Student Transportation Contract-Multi Contract Number DB-PUB17-4 to George Dapper, Inc:

<u>Route</u>	<u>Destination</u>	<u>Cost</u> <u>per Diem</u>	<u>#Days</u>	<u>Aide</u> <u>per Diem</u>	<u>Inc/Dec</u>
MH54A	Maurice Hawk Elementary	\$ 294. 43	131	\$ 48.00	\$ 2.50

Quotes – School Related Activities

14. Award the 2017-2018 Student Transportation Contract – School Related Activities, Multi Contract Number 18468 to A-1 Limousine, Inc. as follows:

<u>Trip ID#</u>	<u>Destination</u>	<u>Cost</u> <u>Per Bus</u>	<u># Buses</u>	<u>Adj Cost</u> <u>Per Hour</u>
18468	Lawrence High School	\$198.69	1	\$88.44

D. PERSONNEL

To be voted on 11/28/17: Recommend approval of the following resolutions:

Personnel

1. 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 11/28/17:

- A. November 14, 2017 Executive Closed Session
- B. November 14, 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