



## **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.*

## **DECEMBER 19, 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**

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

Patrick Duncan, 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 December 15, 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 December 15, 2017, and sent to Plainsboro and West Windsor township clerks on January 3, 2017, and on December 15, 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</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:	<b>Negotiations with WWPEA and WWPSA</b>
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:	
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:	<b>HIB Review</b>

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. Student Representatives' Reports
- D. Chinese Bridge Delegation Presentation

**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**

- Curriculum Committee
- Finance Committee

**V. MEETING**

**A. ADMINISTRATION**

*To be voted on 12/19/17:* 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 December 12, 2017, for the following case numbers: VES120817001; VES113017001; VES112217002; VES112217001; HSS112817002; HSS112817001; and GMS121117001.

**School Security Drills**

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

<u>Fire Date</u>	<u>Security Date</u>	<u>School</u>
11/3/17	11/27/17	Dutch Neck Elementary School
11/21/17	11/3/17	Maurice Hawk Elementary School
11/3/17	11/6/17	Town Center Elementary School
11/8/17	11/3/17	J.V.B. Wicoff Elementary School
11/7/17	11/13/17	Millstone River School
11/21/17	11/30/17	Village School

11/2/17	11/20/17	Community Middle School
11/3/17	11/13/17	Thomas Grover Middle School
11/21/17	11/20/17	WW-P High School North
11/15/17	11/16/17	WW-P High School South

**Policy and Regulation: Second Reading and Approval**

3. Second reading and approval of the following policy and regulation: P7424 and R7424 Bed Bugs.

**Special Services**

**IDEA Grant Amendment**

4. Submit an amendment to the original FY2018 IDEA grant application, as approved by the NJDOE on August 11, 2017, reflecting the inclusion of carryover funds from the FY2017 IDEA grant as follows:

Basic:	\$386,557 (includes \$8,199 nonpublic programming)
Preschool:	\$1,000 (includes \$0 nonpublic programming)

**Grant Chapters 192/193 and Non-Public Services**

5.
  - a) Accept funding from the State of New Jersey, Department of Education, Division of Finance under the provisions of Chapters 192/193 Nonpublic Auxiliary and Handicapped Services, in the total allocation amount of \$18,598 per funding statement dated August 15, 2017 under the Provisions of Chapters 192/193 for the fiscal year 2018, in the total amount of \$17,076.
  - b) Submit request for additional funding from the State of New Jersey Department of Education, under the Provisions of Chapters 192/193 for the fiscal Year 2018, in the total amount of \$1,772 for compensatory education (two students) and \$1,786 for corrective speech services (two students).
  - c) Submit request for additional funding from the State of New Jersey, Department of Education, under the Provisions of Chapters 192/193 for the fiscal Year 2018, in the total amount of \$1,428 for corrective speech services (two students).

**Consultant**

6. Approve Susan Mitcheltree as an IDEA consultant 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 partially through the IDEA grant.

**Non-Public School Security Aid Program**

7. Approve the following expenditure for the FY 2017 New Jersey Non-Public School: Security Aid Program for Montessori Country Day School in the amount of \$1,284.00.

**B. CURRICULUM AND INSTRUCTION**

*To be voted on 12/19/17:* Recommend approval of the following resolutions:

**High School Program of Studies**

1. Adopt the 2018-2019 High School Program of Studies.

**Donation**

2. Accept the donation of the following items from the Lin Family, residents of Plainsboro:
  - a) Menzel Violin, Anno 2003 – full-sized violin valued at \$500.
  - b) Euro Basic Viola, Model #067N, Serial #94937 – 16½ sized-viola valued at \$500.
  - c) Hans Kroger Bavarian, Model #790v16½, Serial #JH7183 – 16½-sized viola valued at \$500.

**Professional Development-Consultant**

3. Approve Trevor Bryan to provide a workshop entitled, “Art of Comprehension” for the February 16, 2018, Professional Development day for a cost of \$250.

**Non-public Technology Expenditure**

4. Approve expenditures of the FY 2018 NJ Nonpublic School Technology Initiative as follows:

Montessori Country Day	\$ 982.38
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**Overnight Field Trips**

5. Approve the following overnight field trips:

High School North

  - a) Debate League to Columbia University, New York, New York, from January 19, 2018, to January 21, 2018. The cost of the trip is approximately \$300 per student.
  - b) Debate League to University of Pennsylvania, from February 9, 2018, to February 11, 2018. The cost of the trip is approximately \$300 per student.
  - c) Approve the revised location for the Model United Nations to University of Pennsylvania in Philadelphia, Pennsylvania, from January 25, 2018, to January 28, 2018. [Originally approved on September 12, 2017, to Boston, Massachusetts.] The cost of the trip is approximately \$450 per student.

**C. FINANCE**

*To be voted on 12/19/17:* Recommend approval of the following resolutions:

**Business Services**

1. Payment of bills as follows:
  - a) Bill List General for December 19, 2017 (run on 12-19-17) in the amount of \$10,235,786.86.
  - b) Bill List Capital for December 19, 2017 in the amount of \$0.

2. Budget adjustments as follows:
  - a) 2017-2018 school year as shown on the expense account adjustments for November 30, 2017 (run on 12-07-17) (Adjustment Numbers 256-293).
3. Accept the following reports that will become a permanent part of the Board Minutes:
  - a) A-148 Report of the Secretary to the Board of Education as of October 31, 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 October 31, 2017.

**Professional Services - Auditor**

4. These contracts/agreements are awarded without competitive bidding as professional services under the provisions of the Public School Contracts Law, (*N.J.S.A. 18A:18A-5*) because such services are to be performed by a person or persons authorized by law to practice a recognized profession that is regulated by law:
  - a) Authorize the execution of an agreement with Wiss and Company LLP, school district auditors appointed on January 3, 2017, for the 2017-2018 school year audit at a cost of \$84,331 plus reimbursable expenses. [This represents approximately a 1 percent increase.]
  - b) Acknowledge the receipt, review, and evaluation of the external peer/quality report as required under *N.J.A.C. 6A:23A-16.2(i)*.

**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.]

Buildings & Grounds

1993 Chevrolet Van, 2GCEG25H8P4149717

Community Middle School

Monitor, Panasonic TR-930A  
 Monitor, Panasonic TR-930U - 2  
 TV Cart – 2

Millstone River Elementary School

Stage Curtains

High School North

Delta Belt Sander, Model 52-975, Serial 97A95689  
 Delta Jointer, Model 37-150, Serial J005237  
 Delta Table Saw, Model 34-807, Serial 97A95943  
 Delta Spindle Sander, Model 31-780, Serial J9750  
 Delta Dust Collector – 2, Model 50-180, Serial 001265 & 001448

Special Services

- AGS Behavior Assessment System Response Forms – 99
- Canon Scanner, Flatbed PC400
- Dynavox Carry Case w/shoulder strap
- Goldman Friscoe Evaluation Kit, outdated - 3
- Officejet all in one copier/fax HP6310
- Pearson Comprehensive Spoken Language Assessment Kit
- Pearson Group Reading Assessment Materials
- Pro-ed Acquired Skills in Communications Evaluation Kit
- Pro-ed Photo Articulation Evaluation Kit
- ScanTron Optical Mark Reader OpScan4ES
- Slosson Oral Reading Evaluation Kit – 2
- Wisc-4 Test Equipment Carry Bag
- Wisc-4 Evaluation Kit

**Regularly Operating District (ROD) Grants - Concluded**

- 6. West Windsor-Plainsboro Regional School District Board of Education acknowledges the below listed ROD Grants have been completed and the district has received confirmation from the State of New Jersey Schools Development Authority that all requirements of the agreements have been met and final disbursements made and authorizes the return of any unspent funds back to its original funding source.

<u>School Name</u>	<u>Project</u>	<u>Grant</u>	<u>DOE Number</u>
WW-P HS South	Little Theatre Ceiling	G5-3237	5715-020-09-1018 (0QAG)
WW-P HS South	Corridor Lighting	G5-3238	5715-020-09-1019 (0QAH)
WW-P HS South	Paving-Entrance/Visitors	G5-3239	5715-020-09-1020 (0QAI)
Dutch Neck Elem.	Shingle Roof Replacement	G5-3242	5715-030-09-1011 (0QAL)
Dutch Neck Elem.	Parking Lot/Driveway	G5-3244	5715-030-09-1016 (0QAN)
J.V.B. Wicoff Elem.	Ceiling Tiles & Lighting	G5-3248	5715-050-09-1012 (0QAR)
Millstone River Elem.	Roof Pod B	G5-3252	5715-150-09-1017 (0QAV)

**Transportation**

Quotes – School Related Activities

- 7. Award the 2017-2018 Student Transportation Contract – School Related Activities, Multi Contract Number 18306 & 18645 to Suburban Trails, Inc. as follows:

<u>Trip ID#</u>	<u>Destination</u>	<u>Cost Per Bus</u>	<u># Buses</u>	<u>Adj Cost Per Hour</u>
18306 & 18645	Holiday Inn Capitol surrounding areas in Washington, DC	\$2,795.00	2	N/A

- 8. Award the 2017-2018 Student Transportation Contract – School Related Activities, Multi Contract Number 18504 to Suburban Trails, Inc. as follows:

<u>Trip ID#</u>	<u>Destination</u>	<u>Cost Per Bus</u>	<u># Buses</u>	<u>Adj Cost Per Hour</u>
18504	Camp Timber Tops Greenly, PA	\$1,244.00	5	N/A

9. Award the 2017-2018 Student Transportation Contract – School Related Activities, Multi Contract Number 18505 to Suburban Trails, Inc. as follows:

<u>Trip ID#</u>	<u>Destination</u>	<u>Cost Per Bus</u>	<u># Buses</u>	<u>Adj Cost Per Hour</u>
18505	Camp Timber Tops Greenly, PA	\$1,025.00	5	N/A

10. Award the 2017-2018 Student Transportation Contract – School Related Activities, Multi Contract Number 18735 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>
18735	Great Auditorium Ocean Grove, NJ	\$672.00	2	N/A

Addendum – Cancel Additional Mileage

11. Cancel additional mileage effective December 13, 2017 for the 2017-2018 Student Transportation Contract Renewal, Multi Contract number RB-PUB16-1, route number TG25 awarded to Rick Bus Company on June 27, 2017. Final adjusted route cost is \$27,450.20.

**Synthetic Turf Field Co-Op Purchase**

12. Enter into a contract with FieldTurf, a Tarkett Sports Company, for the replacement of the synthetic turf fields at High School North at a cost of 523,015, and at High School South at a cost of 516,785, through Educational Services Commission of New Jersey Cooperative Bid #MRESC/AEPA16-H, for a total amount of \$1,039,800. The project will be funded with capital reserve funds as previously approved.

**D. PERSONNEL**

*To be voted on 12/19/17:* 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 12/19/17:*

- A. November 28, 2017 Meeting
- B. November 28, 2017 Executive Closed Session



**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**