



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.

MARCH 6, 2018: 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
Martin Whitfield
Yu “Taylor” Zhong

Student Representatives

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

Liaison Appointments

New Jersey School Boards Association: Vacancy
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
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, 2018, and on March 2, 2018, 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, 2018, and on March 2, 2018, and sent to Plainsboro and West Windsor township clerks on January 3, 2018, and on March 2, 2018.

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:	Student Residency Update
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 WWPAA and WWPSA; WWPEA Leave Requests and proposed Sidebar
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:	Case No.: 02-18-1136; Aramark contractual issues
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 as noted on the agenda and addendums
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. Student Representative Reports
- D. 2018-2019 Proposed Budget

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 (*None*)

V. MEETING

A. ADMINISTRATION

To be voted on 03/06/18: Recommend approval of the following resolutions:

School Security Drills

1. To acknowledge the following fire and security drills were performed in February 2018 in compliance with *N.J.S.A. 18A:41-1*:

<u>Fire Date</u>	<u>Security Date</u>	<u>School</u>
2/21/18	2/21/18	Dutch Neck Elementary School
2/12/18	2/13/18	Maurice Hawk Elementary School
2/1/18	2/21/18	Town Center Elementary School
2/9/18	2/13/18	J.V.B. Wicoff Elementary School
2/12/18	2/20/18	Millstone River School
2/21/18	2/8/18	Village School
2/21/18	2/23/18	Community Middle School
2/21/18	2/8/18	Thomas Grover Middle School
2/9/18	2/27/18	WW-P High School North
2/21/18	2/6/18	WW-P High School South

Non-Public School Security Aid Program

2. Approve the following expenditures of the FY 2017-2018 New Jersey Non-Public School Security Aid Program as follows:

French American School of Princeton	\$12,522.45
Montessori Country Day School	\$ 799.89

Policies and Regulations: Second Reading and Approval

3. Second reading and approval:

Policies

P3437	Military Leave (Teaching Staff)
P4437	Military Leave (Support Staff)
P5516.01	Student Tracking Devices (N)
P7440	School District Security
P8507	Breakfast Offer versus Serve (N)
P8630	Bus Driver-Bus Aide Responsibility
P9242	Use of Electronic Signatures (N)

Regulations

R7440	School District Security
R8630	Bus Driver-Bus Aide Responsibility

B. CURRICULUM AND INSTRUCTION (NONE)

C. FINANCE

To be voted on 03/06/18: Recommend approval of the following resolutions:

2018-2019 Tentative Budget Submission

1. To approve the tentative budget for the 2018-2019 school year for submission to the County Superintendent of Schools for Department of Education review as follows:

Be It Resolved to approve a school district budget for the fiscal year 2018-2019 school year:

	<u>Budget</u>	<u>Local Tax Levy</u>
Total General Fund	\$ 198,814,327	\$ 161,896,285
Total Special Revenue Fund	\$ 2,314,275	N/A
Total Debt Service Fund	\$ 7,843,225	0
Totals	\$ 208,971,827	\$ 161,896,285

Included in the general fund budget is \$7,367,861 to be deposited in capital reserve to transfer to repayment of debt.

Included in the general fund budget is \$7,875,450 to be withdrawn from the Board of Education’s approved Capital Reserve Account to support funding of capital projects.

The school district has proposed programs and services in addition to the New Jersey Student Learning Standards adopted by the State Board of Education. Information on this budget and the programs and services it provides is available from your local school district.

Business Services

2. Payment of bills as follows:

- a) Bill List General for March 6, 2018 (run on 3-01-18) in the amount of \$12,932,798.19.
- b) Bill List Capital for March 6, 2018 in the amount of \$0.

Procurement of Goods and Services

- 3. Be it resolved by the Board of Education of the West Windsor-Plainsboro Regional School District pursuant to Title 18A: 18A-10, and N.J.A.C. 5:34-7.29(c), on timely basis, to procure goods and services utilizing state contract vendors to meet the needs of the school district who agree to sell goods and services to the Board of Education in accordance with all conditions of the individual state contract that may or may not exceed the bid threshold in the aggregate.

The duration of the contracts between the West Windsor-Plainsboro Regional School District and the referenced State Contract Vendors shall be for the **2017-2018** School Year as amended from time to time by the Division of Purchase and Property in the Department of the Treasury, Cooperative Purchasing Program.

Commodity/Service **Vendor** **State Contract No. or Co-op**

Building & Grounds Department:

Custodial Supplies & Equipment HCESC #189 Co-op:

Hillyard Delaware Valley	Co-op
Bio-Shine, Inc	Co-op
Central Poly Bag Corp	Co-op
American Pride, Paper & Plastic	Co-op
Interboro	Co-op
All American Poly	Co-op
American Paper Towel Co/American Paper & Supply Co	Co-op

Door Locking – Mechanical & Electronic Systems & Products HCESC #185 Co-op:

Hogan Security Group, LLC	Co-op
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Facilities & Systems Repair Mercer County Co-op CK09MERCER2017-16:

Scozzari Builders Inc – General Trades & Cement Mason	Co-op
Ricasoli & Santin Contracting Co – General Trades, Electrician, Painter, Cement Mason and Plumber/Pipefitter	Co-op
J H Williams Enterprises, Inc – Electrician, Painter, Plumber/Pipefitter, Asbestos Remediation, Lead and Mold Remediation	Co-op
Gary Kubiak & Son Electric, Inc – Electrician & High Voltage Electrician	Co-op

Equipment Disposal

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

Community Middle School

- a) Cabinet, metal, 2-door
- b) Desk, student, wooden top – 8

Grover Middle School

- a) Chair, teacher, rolling - 3

Millstone River Elementary School

- a) Chair, teacher
- b) Label maker, Dymo Label Writer 450

Town Center Elementary School

- a) Bench, cafeteria, 13’ – 15
- b) Table, cafeteria, 13’ – 14

Village Elementary School

- a) Bench, cafeteria, 13’ – 36
- b) Table, cafeteria, 13’ – 18

Travel and Related Expenses Reimbursement

5. 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) One staff member to attend the Annual New Jersey Pupil Transportation Conference in Atlantic City, New Jersey, from March 22, 2018, through March 23, 2018, at a cost not to exceed \$650 including travel.
 - b) One teacher to attend the OAKE National Conference in Oklahoma City, Oklahoma, from March 22, 2018, to March 25, 2018, at a cost not to exceed \$1,050.61.[\$300 WWPEA contractual allotment, \$750.61 District funds.]

Transportation

Quotes – Special Education

6. Award the Out of District Special Needs Transportation Contract-Multi Contract Number EM12 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>
EM12	East Mountain School	\$ 213.48	89	N/A	\$ 0.00

Quotes – To and From School

7. Award the Student Transportation Contract-Multi Contract Number KWCM to A-1 Limousine, 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>
KWCM	Community Middle School	\$290.60	12	N/A	\$ 2.95

Quotes – School Related Activities

8. Award the 2017-2018 Student Transportation Contract – School Related Activities, Multi Contract Number 18856 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>
18856	National 4-H Center Chevy Chase, MD	\$5,693.00	3	\$ 73.00

9. Award the 2017-2018 Student Transportation Contract – School Related Activities, Multi Contract Number 18858 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>
18858	Myrtle Beach South Carolina	\$ 5,884.00	1	\$ 73.00

10. Award the 2017-2018 Student Transportation Contract – School Related Activities, Multi Contract Number 18865 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>
18865	Sheraton Hotel Philadelphia, PA	\$ 265.00	1	N/A

Agreements/Jointures

11. Approve 2017-2018 Joint Transportation Agreement; West Windsor-Plainsboro Regional School District Board of Education serving as host district to East Windsor Regional School District as follows:

<u>Route</u>	<u>Destination</u>	<u>#Host Students</u>	<u>#Joiner Students</u>	<u>Revenue</u>
EM12	East Mountain School	1	1	\$ 9,499.86

D. PERSONNEL

To be voted on 3/06/18: 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 3/06/18:

- A. February 13, 2018 Meeting
- B. February 20, 2018 Special 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 3 minutes. All statements shall be directed to the presiding officer. This public comment period shall be limited to 15 minutes.

X. ADJOURNMENT