



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.

MAY 8, 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 May 4, 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 May 4, 2018, and sent to Plainsboro and West Windsor township clerks on January 3, 2018, and on May 4, 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:	Personnel Matters; Separation Agreement
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:	WWPSA and WWPEA Negotiations; Proposed WWPEA Sidebar Agreement
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:	Matters Involving Attorney-Client Privilege
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. Student Representatives' Reports
- D. School Security Update
- E. November 2018 Referendum 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 (NONE)**

V. **MEETING**

A. **ADMINISTRATION**

To be voted on 5/8/18: Recommend approval of the following resolutions:

Closed Captioning

- 1. To approve a contract with MyVRSpot for cable station closed captioning services for the 2018-2019 school year, at a cost not to exceed \$3,745.

Regulation: Second Reading and Approval

- 2. Second reading and approval of the following regulation: 5600 Pupil Discipline/ Code of Conduct.

School Security Drills

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

<u>Fire Date</u>	<u>Security Date</u>	<u>School</u>
4/13/18	4/10/18	Dutch Neck Elementary School
4/10/18	4/19/18	Maurice Hawk Elementary School
4/11/18	4/17/18	Town Center Elementary School
4/10/18	4/19/18	J.V.B. Wicoff Elementary School
4/13/18	4/27/18	Millstone River School
4/12/18	4/26/18	Village School
4/10/18	4/13/18	Community Middle School
4/13/18	4/18/18	Thomas Grover Middle School
4/23/18	4/30/18	WW-P High School North
4/13/18	4/16/18	WW-P High School South

B. CURRICULUM AND INSTRUCTION (NONE)

C. FINANCE

To be voted on 5/08/18: Recommend approval of the following resolutions:

Business Services

1. Payment of bills as follows:
 - a) Bills List General for May 8, 2018 (run on 5-02-18) in the amount of \$7,007,646.52.
 - b) Bills List Capital for May 8, 2018 in the amount of \$0.

Technology – Payroll System

2. Genesis Educational Services, Inc. to set-up and implement the Genesis School Payroll System Modules as part of the Genesis computer software system including maintenance and secure backup services for the 2018-2019 school year at a cost of \$50,000.

Professional Services – Supplemental Architectural Services

3. Authorize supplemental architectural services to the AIA Architect/Owner Agreement of Fraytak Veisz Hopkins Duthie, P.C., school district appointed architect, for professional services related to pre-referendum services at a cost of \$54,900, and referendum project services at a cost of 6% of construction costs for new construction and 6.5% - 7.25% (dependent on scope of work) of construction costs for rehabilitation and renovations projects, and to authorize and delegate the responsibility to prepare the plans and specifications for the architectural services related to certain referendum projects upon passage of the referendum in consultation with and under the supervision of the assistant superintendent for Finance/ Board Secretary, who has been delegated the responsibility to work with the architect for this purpose on behalf of the Board of Education, and such authorizations and delegations in accordance with the requirements of *N.J.S.A. 18A:18A-5*.
4. Authorize supplemental architectural services to the AIA Architect/Owner Agreement of Fraytak Veisz Hopkins Duthie, P.C., school district appointed architect, for professional services related to extended construction administration/observation services for the Maurice Hawk Addition/Renovation, for a total fixed fee not to exceed \$217,000. These services will be performed in consultation with and under the supervision of the assistant superintendent for Finance/ Board Secretary, who has been delegated the responsibility to work with the architect for this purpose on behalf of the Board of Education, and such authorizations and delegations in accordance with the requirements of *N.J.S.A. 18A:18A-5*.

Referendum Projects Submission

5. Approve the following resolution:

RESOLVED, that the West Windsor-Plainsboro Regional School District Board of Education approve the following Referendum projects be submitted to the State of New Jersey Department of Education for preliminary eligible cost determination:

School Name	Project	FVHD	DOE Number
Community Middle School	Various Rehabilitation Projects	5063A	5715-140-18-1000
Dutch Neck Elementary School	Various Rehabilitation Projects	5063B	5715-030-18-1000

Thomas R. Grover Middle School	Various Rehabilitation Projects	5063C	5715-035-18-2000
WW-P High School North	Various Rehabilitation Projects	5063D	5715-025-18-1000
WW-P High School South	Various Rehabilitation Projects	5063E	5715-020-18-2000
Maurice Hawk Elementary School	Various Rehabilitation Projects	5063F	5715-040-18-1000
Millstone River Elementary School	Various Rehabilitation Projects	5063G	5715-150-18-1000
Town Center Elementary School	Various Rehabilitation Projects	5063H	5715-130-18-2000
Village Elementary School	Various Rehabilitation Projects	5063I	5715-160-18-1000
J.V.B. Wicoff Elementary School	Various Rehabilitation Projects	5063J	5715-050-18-3000
WW-P High School North	Addition and Renovations	5063K	5715-025-18-2000
WW-P High School South	Addition and Renovations	5063L	5715-020-18-3000
Thomas R. Grover Middle School	Addition and Renovations	5063M	5715-035-18-3000
Community Middle School	Addition and Renovations	5063N	5715-140-18-2000
J.V.B. Wicoff Elementary School	Addition and Renovations	5063O	5715-050-18-4000

BE IT FURTHER RESOLVED that the district’s architects, Fraytak Veisz Hopkins Duthie, P.C., be authorized to submit on behalf of the Board of Education the above referendum projects for approval by the New Jersey Department of Education.

BE IT FURTHER RESOLVED that amendments to the Long-Range Facilities Plan by Fraytak Veisz Hopkins Duthie, P.C. to incorporate the referendum projects be approved.

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.
 - a) Three district representatives to attend the Garden State Coalition of Schools 27th Annual Meeting on May 30, 2018, in Jamesburg, New Jersey, at a cost of \$65 per person, plus mileage.
 - b) One staff member to attend the New Jersey State League of Municipalities Mini One-Day Conference at the Conference Center at Mercer, West Windsor, New Jersey, on June 15, 2018, at a cost not to exceed \$110 plus mileage.

Transportation

Cancellation – Quote

7. Cancel 2017-2018 Student Transportation Contract – Multi Contract Number CRSEDAN, route CRSEDAN awarded to A-1 Limousine, Inc. on February 13, 2018. Total route cost is \$16,049.39.

8. Cancel 2017-2018 Student Transportation Contract – Multi Contract Number MRSHUTTLE, route MRSHUTTLE awarded to Rick Bus Company on November 14, 2017. Total route cost is \$3,116.00.
9. Cancel 2017-2018 Student Transportation Contract – Multi Contract Number PACSHUTTLE, route PACSHUTTLE awarded to Rick Bus Company on November 14, 2017. Total route cost is \$2,132.00.

Adjustment – Quote

10. Adjust Number of days on Student Transportation Contract – Multi Contract Number KWCM, route number KWCM awarded to A-1 Limousine, Inc. on March 6, 2018 to 23 days. Final route cost is \$6,683.80.

Cancellation – School Related Activities

11. Cancel 2017-2018 Student Transportation Contract – School Related Activities, Multi Contract Number 18786, awarded to Academy Express, LLC. approved on February 13, 2018. Total trip cost \$13,300.00.

Quote – School Related Activities

12. Award the 2017-2018 Student Transportation Contract – School Related Activities, Multi Contract Number 18786 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>
18786	Hershey Park	\$ 1,695.00	10	N/A

Quote –To and From School

13. Award the Student Transportation Contract-Multi Contract Number SJCOR5 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>
SJCOR5	Various	\$ 137.50	37	N/A	\$ 3.00

Contract Amendment – To and From School

14. Amend the award for Route WWLARKWC, originally awarded on June 27, 2017 to Rick Bus Company, Multi Contract Number RB-PUB14-4 for the 2017-2018 school year to increase the number of days to 85. The final adjusted route cost is \$10,234.00.

Bus Evacuation Drills – Spring

15. Acknowledge the following bus evacuation drills were performed in compliance with *N.J.A.C. 6A: 27-11.2*:

Date	Time	School	Location	Routes	Overseer
04/26/18	7:25	HS North	90 Grovers Mill Rd	HN1-32/NC50-58	J. Dauber
04/24/18	8:40 12:40	Maurice Hawk	305 Clarksville Rd	MH1-18/MH52-53 MHK90-94	T. Buell
04/23/18	8:40	Millstone River	75 Grovers Mill Rd	MR1-24, MR50-54	R. Bonino

04/30/18	8:40 12:40	Wicoff	510 Plainsboro Rd	WE1-10/WE51-52 WEK90-91	M. Wellborn
04/23/18	8:40 12:40	Town Center	700 Wyndhurst Dr	TC1-17/ TC50-57 TCK90-92	J. Bowes
04/26/18	7:25	CMS	95 Grovers Mill Rd	CM1-26/NC50-58	S. Carter
04/26/18	7:25	TGMS	10 Southfield Rd	TG1-25/TG50-51	L. Thomas
04/30/18	8:40	Village	601 New Village Rd	VE1-20, VE51	B. Gould
04/26/18	7:25	HS South	346 Clarksville Rd	HS1-26/HS50-54	D. Lepold
04/23/18	8:40 12:40	Dutch Neck	392 Village Rd E	DN1-18/DN50 DNK90-93	D. Argeese

D. PERSONNEL

To be voted on 5/08/18: Recommend approval of the following resolutions:

Guidance Intern

1. To approve a Guidance intern placement for spring 2018 for Joseph Bensky (The College of New Jersey).

Personnel

2. 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 (*NONE*)

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