

**BOARD OF EDUCATION MEETING MINUTES**  
**August 23, 2016**

In accordance with the State’s Sunshine Law, adequate notice of this meeting was provided by mailing a notice of the time, date, location and, to the extent known, the agenda of this meeting to the PRINCETON PACKET, THE TIMES, THE TRENTONIAN, THE HOME NEWS TRIBUNE, AND WEST WINDSOR and PLAINSBORO PUBLIC LIBRARIES. Copies of the notice have also been posted in the board office and filed with Plainsboro’s and West Windsor’s township clerks and in each of the district schools.

The meeting of the West Windsor-Plainsboro Board of Education was called to order by Board Vice President Kaish at 6:04 p.m. in the media center of Community Middle School. Upon motion by Ms. Krug, seconded by Mr. Cheng, and by unanimous voice vote of all present, the meeting adjourned immediately into closed executive session to discuss the following:

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:	WWPEA Negotiations
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:	Legal Settlement
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 agenda
9. Matters involving quasi-judicial deliberations, and specifically:	HIB Review

The meeting reconvened to public session at 8:10 p.m. in the commons. The following board members were present:

- |                    |                    |                         |
|--------------------|--------------------|-------------------------|
|                    | Ms. Rachel Juliana | Mr. Scott Powell        |
| Mr. Anthony Fleres | Ms. Michele Kaish  | Mr. Yingchao “YZ” Zhang |
| Mr. Isaac Cheng    | Ms. Dana Krug      |                         |

Board Members Ho and Zhong were absent. Present also were: Dr. David Aderhold, Superintendent of Schools; Mr. Larry Shanok, Assistant Superintendent for Finance/Board Secretary; Mr. Martin Smith, Assistant Superintendent, Curriculum & Instruction; Mr. Gerard Dalton, Assistant Superintendent, Pupil Services/Planning; and, Ms. Alicia Boyko, Director of Human Resources. Also present was board attorney, Mark Toscano, Esq.

**BOARD PRESIDENT’S COMMENTS**

Mr. Fleres welcomed everyone to the meeting and thanked them for their patience; there was a closed session and this portion of the meeting was starting late.

**PUBLIC COMMENT**

One member of the public spoke on policies and regulations.

**COMMITTEE REPORTS**

**Administration & Facilities**

Ms. Kaish stated that the committee met on August 16, 2016. Topics included: meeting with Howard Hughes Corporation Development representatives to discuss the impact on the school district of potential development; shared recent West Windsor Township Planning Board presentation information related to potential development at Princeton Theological Seminary; and discussed the following policies: P4431.1 Family Leave, P4381 Protection Against Retaliation, P4437 Military Leave and P4438 Jury Duty. It was noted that P5460 High School Graduation Requirements was removed from a second reading due to recent changes communicated by the NJDOE.

**ADMINISTRATION**

Two addendums were added one for HIB findings and a legal settlement.

Upon motion by Mr. Cheng, seconded by Ms. Juliana, and by roll call vote with all Board Members present voting yes, the following board action was approved by all board members present.

**School Security Drills**

- 1. Acknowledge the following fire and security drills were performed in July 2016 in compliance with *N.J.S.A. 18A:41-1*:

<u>Fire Date</u>	<u>Security Date</u>	<u>School</u>
No students	No students	Dutch Neck Elementary School
No students	No students	Maurice Hawk Elementary School
7/8/16	7/13/16	Town Center Elementary School
7/14/16	7/11/16	J.V.B. Wicoff Elementary School
7/7/16	7/8/16	Millstone River School
No students	No students	Village School
7/22/16	7/18/16	Community Middle School
7/14/16	7/18/16	Thomas Grover Middle School
7/19/16	7/20/16	High School North
7/7/16	7/6/16	High School South

- 2. Acknowledge the following fire and security drills were performed in August 2016 in compliance with *N.J.S.A. 18A:41-1*:

<u>Fire Date</u>	<u>Security Date</u>	<u>School</u>
No students	No students	Dutch Neck Elementary School

No students	No students	Maurice Hawk Elementary School
8/4/16	8/2/16	Town Center Elementary School
8/4/16	8/2/16	J.V.B. Wicoff Elementary School
8/4/16	8/3/16	Millstone River School
No students	No students	Village School
8/5/16	8/1/16	Community Middle School
8/3/16	8/4/16	Thomas Grover Middle School
8/4/16	8/9/16	High School North
8/4/16	8/3/16	High School South

**Policies: First Reading**

3. First reading of the following policies:

Policies

P4381 Protection Against Retaliation  
P4431.1 Family Leave  
P4437 Military Leave  
P4438 Jury Duty

**Policies and Regulations: Second Reading and Approval**

4. Second reading and approval of the following policies and regulations:

Policies

P1140 Affirmative Action Program  
P1523 Comprehensive Equity Plan  
P1530 Equal Employment Opportunities  
P1550 Affirmative Action Program for Employment & Contract Practices/Employment Practices Plan  
P2200 Curriculum Content  
P2260 Affirmative Action Program for School & Classroom Practices  
P2411 Guidance Counseling  
P2423 Bilingual and ESL Education  
P2610 Educational Program Evaluation  
P2622 Student Assessment  
P3431.1 Family Leave  
P5111 Eligibility of Resident-Nonresident Students  
P5330.01 Administration of Medical Marijuana  
P5750 Equal Educational Opportunity  
P5755 Equity in Educational Programs & Services  
P8462 Reporting Potentially Missing or Abused Children

Regulations

R1530 Equal Employment Opportunity Complaint Procedure  
R2200 Curriculum Content  
R2411 Guidance Counseling  
R2423 Bilingual and ESL Education  
R5111 Eligibility of Resident-Nonresident Students  
R5330.01 Administration of Medical Marijuana  
R8462 Reporting Potentially Missing or Abused Children

**Nonpublic Grant - Nursing**

5. To accept Nonpublic Grants from the State of New Jersey, Department of Education, Division of Finance, for Nonpublic Nursing Aid for fiscal year 2016-2017, as follows:

Childrens House of the Windsors	\$3,641.00
French American School of Princeton	\$13,525.00
Montessori Corner at Princeton Meadows	\$1,387.00
Montessori Country Day	\$3,208.00
The Laurel School of Princeton	\$1,734.00

**Non-Public Services**

6. To 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 12, 2016.

**Professional Services - Special Services**

7. Whereas, the Public School Contracts Law (*N.J.S.A. 18A:18A-5*) requires a resolution authorizing the award of contracts/agreements for "professional services" without competitive bids; it is recommended that approval be given to adopt the following resolution for the 2016-2017 school year:
- a) Positive Steps Pediatric Occupational Therapy, LLC: \$550 per evaluation with write-up: and \$140 per cancellation/missed appointment.

**HIB Findings**

8. Resolved by the Board to deny the parental appeal and affirm the findings in HIB matter CMS072916001 as discussed in Executive Session.

**Legal Settlement**

9. To approved a settlement agreement dated August 23, 2016, for Special Services student 080307, as recommended by the Board attorney as discussed in Closed Executive Session.

**CURRICULUM AND INSTRUCTION** (*None*)

**FINANCE**

Upon motion by Mr. Powell, seconded by Mr. Zhang, and by roll call vote with all Board Members present voting yes, the following board actions were approved by all board members present.

**Business Services**

1. Payment of bills as follows:
- a) Bill List General for August 23, 2016 (run on 8-18-16) in the amount of \$7,912,968.75.  
b) Bill List Capital for August 23, 2016 (run on 8-11-16) in the amount of \$99,294.69.
2. Budget transfers as follows:

- a) 2016-2017 school year as shown on the expense account adjustments for July 31, 2016 (run on 8-8-16) (Adjustment No. 001-108).

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, 2016, 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, 2016.

**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 2016-2017, as follows:

Childrens House of the Windsors	\$2,421.00
French American School of Princeton	\$8,934.00
Montessori Corner at Princeton Meadows	\$ 922.00
Montessori Country Day	\$2,133.00

**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) District staff member to attend the Governmental Purchasing Association of New Jersey Meeting in East Windsor, New Jersey, on September 8, 2016, at a cost not to exceed \$35 plus travel.
- b) Six teacher resource specialists to attend the Reading and Writing Project Network's October Coaching of Reading Institute in New York City from October 23, 2016, through October 26, 2016, at a cost of \$800 plus travel.
- c) District staff member to attend Career Track Seminar in Freehold, New Jersey, on September 16, 2016, at a cost not to exceed \$99 plus travel.

**Transportation**

**Agreements/Jointures**

6. West Windsor-Plainsboro Regional School District board of Education serving as the host district to Toms River Regional Schools for the 2016-2017 school year as follows:



- k) 1 Catalyst Core 4006 Switch
- l) 6 Cisco 1700 Switches
- m) 5 Cisco 2600 Switches
- n) 6 Cisco 2950 Switches
- o) 1 Cisco 2960 Switch
- p) 2 Cisco 3350 Switches
- q) 6 Cscs Aironet 1130G Switches
- r) 5 Cisco Aironet 1200 Switches
- s) 45 Dell 620 Desktop Computers
- t) 1 Dell 755 Desktop Computer
- u) 49 Dell Optiplex 745 Desktop Computers
- v) 1 Dell Optiplex Gx240 Desktop Computer
- w) 3 Dell Optiplex Gx270 Desktop Computers
- x) 1 Dell Optiplex Gx280 Desktop Computer
- y) 1 Dell Optiplex Gx520 Desktop Computer
- z) 1 Dell Power Supply
- aa) 1 Elmo Overhead Projector HPL 355
- bb) 1 EMac Desktop Computer
- cc) 1 Espon Stylus Photo r200 Printer
- dd) 1 HP Color Laserjet 3700dtn Printer
- ee) 5 HP Deskjet 5550 Printers
- ff) 1 HP Deskjet 5650 Printer
- gg) 1 HP Deskjet 5850 Printer
- hh) 7 HP Deskjet 6840 Printers
- ii) 7 HP Deskjet 6940 Printers
- jj) 1 HP Deskjet 6980 Printer
- kk) 6 HP Deskjet 6988 Printers
- ll) 2 HP DL380 Servers
- mm) 1 HP Laserjet 1320 Printer
- nn) 1 HP Laserjet 2430 Printer
- oo) 1 HP Laserjet P2035 Printer
- pp) 2 HP Laserjet P3005m Printers
- qq) 1 HP-2830-Printer
- rr) 1 Dell Optiplex 620 Desktop Computer
- ss) 3 Dell Optiplex 745s Desktop Computers
- tt) 3 iMac Desktop Computers
- uu) 1 Lexmark Optra S 1625 Printer
- vv) 1 Lexmark T622 Printer
- ww) 9 MacBook Laptop Computers
- xx) 64 MacMini Desktop Computers
- yy) 9 Magicolor 2300 Series Ink Cartridges
- zz) 1 Magicolor 2530 DL Printer Cartridges
- aaa) 5 LDC Monitors
- bbb) 1 LCD Monitor
- ccc) 2 Network Temperature Kits
- ddd) 1 Panasonic PV-V4021
- eee) 1 Panasonic VCR AG1270p
- fff) 2 Panasonic VHS AG1280
- ggg) 1 Pioneer Laserdisc
- hhh) 1 Power Supply
- iii) 17 Projectors CP-x201
- jjj) 30 Projectors CP-x251
- kkk) 1 Samsung DVD V5650

- lll) 1 Savin AC205 printer
- mmm) 1 Savin CLP1620 printer
- nnn) 1 Scanmaker E3
- ooo) 1 Sound Spilter
- ppp) 5 Toshiba VHS
- qqq) 3 Voice Gateway vg200 Switches
- rrr) 1 Xerox Phaser 6250 Printer
- sss) 1 Xerox Phaser 8500 Printer
- ttt) 1 Box ZIP 250mb Disks

**PERSONNEL**

A personnel addendum was added to include: B. Certificated Staff appointments, changes and a leave; C. Non Certificated Staff changes and a resignation; D. Substitute/Other appointments; E. Extracurricular/Extra Pay extra duties and an appointment; E. Stipend Athletic stipends, changes and rescind; and, F. Community Education appointments, change and rescind.

A personnel addendum was also added for the approval of an agreement with the WW-P Education Association.

Upon motion by Ms. Krug, seconded by Ms. Kaish, and by roll call vote with all board members present voting yes, the following board actions were approved by all board members present

**Comprehensive Equity Plan**

1. To accept the approved West Windsor-Plainsboro Regional School District 2016-2019 Comprehensive Equity Plan to the State of New Jersey, to identify and resolve all equity needs affecting its schools, pupils, or staff, as indicated in *N.J.A.C. 6A: 7-1.1 et. seq.*

**Student Teachers and Guidance Interns**

2. To approve student teacher and Guidance intern placements, pending background clearances, for fall 2016:
  - o Victoria Ernst: Maurice Hawk Elementary School (Rider)
  - o Dana Lewkowitz: Town Center Elementary School (Rider)
  - o Brad Settle: Community Middle School (Westminster Choir College-Rider)
  - o Alex Nelson: Community Middle School/Millstone River School (Rutgers)
  - o Katelyn Arbadji: Town Center Elementary School (The College of New Jersey)
  - o Megan Fine: Village School (The College of New Jersey)
  - o Shalin Bhatt: High School South (The College of New Jersey)
  - o Matthew Fisher: Grover Middle School (The College of New Jersey)
  - o Eva Ries: High School North (The College of New Jersey)
  - o Brian Quindlen: High School North (The College of New Jersey)

**Personnel**

3. Personnel Items:

Name (Last, First)	Nature of Action	Position	Step	Salary	Loc.	Date Effective	Date Term.	Discussion
<b>A. Administration</b>								
none								