

BOARD OF EDUCATION MEETING MINUTES
September 13, 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 President Fleres at 6:36 p.m. in C110-111 at the District Administration Building. Upon motion by Ms. Juliana, seconded by Ms. Kaish, 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:	
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:	Personnel Issues, and as noted on agenda
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 agenda
9. Matters involving quasi-judicial deliberations, and specifically:	HIB Review

The meeting reconvened to public session at 7:45 p.m. in the multipurpose room. The following board members were present:

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

Board Member Zhong was 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 coming; there was a closed session earlier. He then spoke about the recent school rankings of our high schools and district. NJ Monthly's ranking for New Jersey noted HS North was ranked #2 and HS South was ranked #9. In 2014, the two schools came in at numbers 23 and 35, respectively. Mr. Fleres congratulated the schools. In addition, niche.com ranked the district as #33 in the nation as best school district and #3 in the state. He noted that even though we are pleased with the rankings, he reminded everyone not to take the rankings too seriously. Groups who do the rankings set their own criteria which change year-to-year. The district rankings and quality of education always comes out near the top which is to the credit of teachers, parents and students who do all the work. This is something we should all be proud of.

SUPERINTENDENT'S COMMENTS

Dr. Aderhold also welcomed everyone to the start of the 2016-2017 school year. He extended his thanks to the staff for their dedication and professionalism during the summer as they worked together to write or rewriting over fifty curriculum documents, attending professional development trainings, building master schedules, hiring new colleagues, working together in committees to review report cards or planning for faculty or morning meetings throughout the year. He then spoke about the passion, purpose and pride the staff brings each day to our school community.

While the district was hard at work this summer, so were the NJ State Board of Education and the NJ State Board of Education. Dr. Aderhold spoke about the significant changes to the regulations for high school graduation requirements and for our parents and students to realize the impact of these changes. He remarked that students graduating in classes of 2017 through 2019 can meet graduation assessment requirements through a variety of ways including: achieving passing scores on certain PARCC assessments; achieving certain scores on alternative assessments such as the SAT, ACT, or Accuplacer; and, submitting a student portfolio through the Department's portfolio appeals process noting that students of Special Education whose IEPs specify an alternative way to demonstrate proficiencies will continue to follow the graduation requirements set forth in IEPs. Beginning with the Class of 2020, students must take all end-of-course PARCC assessments in order to graduate. For those who take the PARCC and do not "pass" this assessment, the portfolio process will be available. Hence, beginning with the current Grade 9 students, all students must take PARCC assessments in order to graduate high school. With the Class of 2021 (current 8th graders) students must take all end-of-course PARCC assessments and pass the ELA 10 and Alg. 1 assessments.

In addition, the State Board of Education also passed changes to Student Teaching with the passing of edTPA which is a Stanford Assessment.

Dr. Aderhold also echoed Mr. Fleres' comments on the recent rankings and congratulated our students, staff, parents and administration.

STUDENT REPRESENTATIVE COMMENTS

Haley Rich, High School South, reported the Pirates have settled back into the school schedules; homecoming and spirit week planning is happening; South has a mascot this year; Student Council is selling Teal Out shirts and volunteering for a 5k run to raise money for Ovarian Cancer research; South's girls tennis team is maintaining their reputation as a powerhouse by already achieving a 4-1 record; and, the girls and boys cross country team made their debut at the Cherokee Challenge, placing 6th out of 60 schools and 3rd for New Jersey schools and the boys placed 4th overall and 2nd out of New Jersey schools. She also spoke about the NJ Monthly magazine rankings for the

top high schools in the state, and South and North have been ranked ninth and second, respectively.

Dillon Henry, High School North, also commented on the new report by the NJ Monthly rating the top 100 public high schools in with North received 2nd place in the state, and South 9th in the state. Last year the schools were in 23rd and 35th places respectively. North's Student Council has been hard at work these past few weeks preparing the grand decorations for the Homecoming weekend with the theme of "international cities," councils have designed everything from the Freedom Tower in NYC, to the Louvre in Paris. Friday the 16th, the North v. South football game takes place at High School South so be ready to wear your blue or green.

PUBLIC COMMENT

Four people spoke on the following topics: education for all children; safe environment; MAP testing; technology survey; and, 1:1 Initiative Parent Meeting.

Board Member Zhong arrived at 7:58 PM.

COMMITTEE REPORTS

Curriculum and Instruction

Ms. Krug reported that the committee met on August 31, 2016, and covered the following: reviewed the Internal Committee's report for the Fine and Performing Arts Program review and anticipates receiving the External Report in September; reviewed the data submitted to the State for the 2015-2016 school year on the teacher evaluation system; reviewed new/revised curricula; and, reviewed the agenda items and recommend approval of same.

Finance

Ms. Ho commented that the committee met on August 30, 2016, and supported the agenda items. Other topics covered: progress on the 2015-2016 year ending annual audit and it appears that the excess surplus figure will be about \$8.5M with capital reserve at about \$22.5M as of June 30, 2016; update on the summer construction projects; discussed staffing of the supervisory personnel over the past ten years; reviewed the Budget Process Review Committee Guidelines for the 2017-2018 Budget and its progress and recommend board members to forward their priorities; discussed 2017-2018 capital outlay and capital reserves; discussed the termination of the transportation property lease in June 2017; and, Niche's recent rankings.

ADMINISTRATION

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

Policies: Second Reading and Approval

1. Second reading and approval of the following policies:

Policies

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

Administrator Contracts - Merit Goal Submission

2. Authorize submission of the 2016-2017 merit goal action plan(s) with appropriate documentation for review and approval by the executive county superintendent for the following:
 - a) David Aderhold, Superintendent
 - b) Larry Shanok, Assistant Superintendent, Finance
 - c) Gerard Dalton, Assistant Superintendent, Pupil Services/Planning
 - d) Martin Smith, Assistant Superintendent, Curriculum & Instruction

CURRICULUM AND INSTRUCTION

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

Curriculum

1. Approve the following new curricula:
 - a) AP Psychology
 - b) AP Computer Science Principles
 - c) Architectural Design and Fabrication
 - d) Intro to Computer Programming & Mobile App/Game Design
 - e) Marketing
 - f) AP American Government
 - g) AP Comparative Government and Global Studies
 - h) K-5 Word Study
 - i) Math Grade 8

2. Approve the following revised curricula:
 - a) Language Arts IV
 - b) Language Arts IV Honors
 - c) Geometry
 - d) Geometry Honors
 - e) Pre-Calculus Honors & Accelerated
 - f) Pre-K Media
 - g) Kindergarten Media
 - h) Grade 1 Media
 - i) Grade 6 Science
 - j) Grade 7 Science
 - k) Grade 8 Science
 - l) Biology
 - m) Biology Honors
 - n) Chemistry
 - o) Chemistry Honors
 - p) Physics
 - q) Physics Honors
 - r) Human Anatomy & Physiology
 - s) Descriptive Astronomy
 - t) Environmental Science

- u) Forensic Sciences
- v) Social Studies Grade 7
- w) Preschool
- x) STEM Elective Grade 8
- y) Financial Literacy
- z) Principles of Engineering
- aa) Spanish Grade 4
- bb) Spanish Grade 5
- cc) German Grade 7
- dd) Spanish 4
- ee) Spanish 4 Honors
- ff) Honors Spanish Cultural Studies
- gg) Student Assistance Curriculum Grades 6-8

Professional Development Consultant

- 3. Approve Berit Gordon to provide four one-day workshops throughout the 2016-2017 school year to high school Language Arts teachers regarding engaging all readers in high level literacy work at a cost not to exceed \$1,600 per day.

New Textbook Adoption

- 4. Adopt Pearson’s Marketing: An Introduction, by Armstrong and Kotler, for the course: Marketing. The cost of the purchase is approximately \$185.30 per text and \$15,950 total.

Nonpublic Grant - Technology Aid

- 5. Accept 2016-2017 Nonpublic Technology Aid from the State of New Jersey, Department of Education, Division of Finance, for use in compliance with the New Jersey Nonpublic School Technology Initiative Program, as follows:

Childrens House of the Windsors	\$ 874.00
French American School of Princeton	\$3,224.00
Montessori Corner at Princeton Meadows	\$ 333.00
Montessori Country Day	\$ 770.00

- 6. Approve expenditures of the FY 2017 NJ Nonpublic School Technology Initiative as follows:

French American School of Princeton	\$2,908.15
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FINANCE

A Finance Addendum was added for a supplemental bill list under business services.

A typographical correction was made to Finance Item No. 12.

It was requested to vote on Finance Items 13, 14 and 15 separately.

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

Business Services

1. Payment of bills as follows:

- a) Bill List General for September 13, 2016 (run on 9-7-16) in the amount of \$5,855,610.71.
- b) Bill List Capital for September 13, 2016 (run on 9-2-16) in the amount of \$91,388.43.
- c) Supplemental Bill List General for September 13, 2016 (run on 9-13-16) in the amount of \$160,428.56.

Change Order

- 2. Change Order No. 1 – Single overall contract of Air Control Technology, Inc., for the Cooling Tower Replacement at Town Center Elementary School, as recommended by Fraytak Veisz Hopkins Duthie, PC, (Architect/Planner Project No. 4811), for the unused allowance, in the credit amount of \$345.00. This change order decreases the contract amount of \$146,054.00 to \$145,709.00.

Transportation

Quotes – To and From School

- 3. Award the Student Transportation Contract-Multi Contract Number DNK81/DNK90 to Rick Bus Company for the 2016-2017 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>
DNK81/DNK90	Dutch Neck ES	\$91.00	73	N/A	\$2.50

Quotes – Special Education

- 4. Award the Student Transportation Contract-Multi Contract Number BDCOR1 to A-1 Limousine, Inc., for the 2016-2017 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>
BDCOR1	Various	\$141.60	37	N/A	\$2.00

- 5. Award the Student Transportation Contract-Multi Contract Number SJCOR1 to Good Dove, LLC, for the 2016-2017 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>
SJCOR1	Various	\$87.00	37	N/A	\$2.00

- 6. Award the Student Transportation Contract-Multi Contract Number JHCOR1 to H&N Transportation for the 2016-2017 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>
JHCOR1	Various	\$299.95	21	N/A	\$3.00

Addendums - To and From School

7. Route NC53, awarded to Rick Bus Company Multi Contract Number RB-PUB16-1 for the 2016-2017 school year. Route cost \$288.00 per day for 180 days, and an adjustment of \$61.75 per day mileage increase for 180 days for an adjusted route cost of \$349.75 per diem. The final adjusted cost is \$62,955.00.

Adjustment – Special Education (Extended School Year)

8. Adjust the annual Contract Total for Rick Bus Company Multi-Contract Number RB-PUB16-1, route CS12-1 to The Center School to reflect the addition of three days at half per diem. Adjusted Contract Total: \$76,074.00.

Establish Time, Date, and Place of BOE Meetings – Revised

9. It is recommended that approval be given to revise the place of the meetings of the Board of Education, in which action may be taken, at 7:30 p.m. at Central Office, Multi-Purpose Room, 321 Village Road East, West Windsor, for the meetings from September 2016 through January 2017, except where noted, as follows:
 - September 27, 2016
 - October 18, 2016
 - November 8, 2016 at Grover Middle School in the Commons [new location]
 - November 22, 2016
 - December 13, 2016
 - January 3, 2017
 - January 24, 2017

Equipment Disposal

10. The disposal of obsolete equipment that has met the district's life expectancy. [The age and physical condition of the equipment rendered it ineffective.]

Athletics

- a) 1 Detecto-Medic Weight Scale
- b) 1 Sharp AL-1642CS Digital Laser Copier

Procurement of Goods and Services

11. 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 **2016-2017** School Year as amended from time to time by the Division of Purchase and Property in the Department of the Treasury, Cooperative Purchasing Program.

<u>Commodity/Service</u>	<u>Vendor</u>	<u>State Contract No. or Co-op</u>
HVAC Mercer	CK09MERCER	2016-15 Preventive Maintenance & Repair Services
Co-op:		
Multi-Temp Mechanical, Inc.		Co-op
Peterson Service Company		Co-op

Travel and Related Expenses Reimbursement

12. 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-night attendance of two central office administrators at the annual New Jersey School Boards Association Workshop in Atlantic City, New Jersey, on October 25-27, 2016, and authorize the travel and related expenses particular to attendance at these workshops. The costs include a total group registration cost of \$1,400; and individual costs not to exceed \$500 person.
- b) Two-nights attendance of four central office administrators at the annual New Jersey School Boards Association Workshop in Atlantic City, New Jersey, on October 25-27, 2016, and authorize the travel and related expenses particular to attendance at these workshops. The costs include a total group registration cost of \$1,400; and individual costs not to exceed \$650 per person.
- c) District administrator to attend a one-day professional development workshop entitled Fall Annual School Law Forum in Atlantic City, New Jersey, on October 27, 2016, at no additional cost to the district.

Travel and Related Expenses Reimbursement - BOE

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:

Upon motion by Mr. Cheng, seconded by Ms. Juliana, and by roll call vote with six Board Members voting yes and Ms. Ho, Ms. Kaish and Ms. Krug abstaining, the following board action was approved:

- 13. One-night attendance of three Board of Education members representing West Windsor Township at the annual New Jersey School Boards Association Workshop in Atlantic City, New Jersey, on October 25-27, 2016, and authorize overnight travel and related expenses

particular to attendance at these workshops. The costs include a total group registration cost of \$1,400; and individual costs not to exceed \$500 per person.

Upon motion by Ms. Juliana, seconded by Mr. Cheng, and by roll call vote with eight Board Members voting yes and Mr. Zhang abstaining, the following board action was approved:

14. Two-nights attendance of one Board of Education member representing West Windsor Township at the annual New Jersey School Boards Association Workshop in Atlantic City, New Jersey, on October 25-27, 2016, and authorize overnight travel and related expenses particular to attendance at these workshops. The costs include a total group registration cost of \$1,400; and individual costs not to exceed \$650 per person.

Upon motion by Ms. Kaish, seconded by Mr. Powell, and by roll call vote with eight Board Members voting yes and Mr. Zhong abstaining, the following board action was approved:

15. Day attendance of one Board of Education member representing Plainsboro Township at the annual New Jersey School Boards Association Workshop in Atlantic City, New Jersey, on October 25-27, 2016, and authorize overnight travel and related expenses particular to attendance at these workshops. The costs include a total group registration cost of \$1,400; and individual costs not to exceed \$250 per person.

PERSONNEL

Two personnel Addendums were added to include three student teachers and a separation agreement. Also, a personnel addendum was added to include under B. Certificated Staff appointment, changes and a resignation; and, under C. Non Certificated Staff changes and a resignation.

Mr. Fleres acknowledged the retirement of Roberta Stein, instructional assistant, 26 years, and thanked her for her service to the district.

Upon motion by Mr. Zhong, 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

Guidance Intern

1. To approve a Guidance intern placement for Fall 2016:

Alexander Dingwall: High School North (Rutgers).

Personnel

2. Personnel Items:

Name (Last, First)	Nature of Action	Position	Step	Salary	Loc.	Date Effective	Date Term.	Discussion
A. Administration								
Buckalew, Keith	Resign	Director of Buildings and Grounds		N/A	DIST	10/30/16	10/30/16	Resign from position.
B. Certificated Staff								