

**BOARD OF EDUCATION MEETING MINUTES**

**March 28, 2017**

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 6:37 p.m. in the C110-111 at the District Administration Building. Upon motion by Ms. Juliana, seconded by Ms. Herts, 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:	
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:	Possible sidebar with WWPEA, Possible contract with Mercer County Community College
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:	NJSIAA Issue, L-00530, L-526-17
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:	
9. Matters involving quasi-judicial deliberations, and specifically:	HIB Review

The meeting reconvened to public session at 7:35 p.m. in the multipurpose room. The following board members were present:

- |                    |                    |                         |
|--------------------|--------------------|-------------------------|
| Mr. Isaac Cheng    | Ms. Louisa Ho      | Ms. Dana Krug           |
| Mr. Anthony Fleres | Ms. Rachel Juliana | Mr. Yingchao “YZ” Zhang |
| Ms. Carol Herts    | Ms. Michele Kaish  | Mr. Yu “Taylor” Zhong   |

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. Charity Fues, Director of Human Resources. Also present were board attorneys, Mark Toscano, Esq. and Shifra Tarica.

## **BOARD PRESIDENT'S COMMENTS**

Mr. Fleres welcomed everyone to the meeting and thanked them for coming; there was a closed session earlier.

### **PRESENTATION:**

#### **Fine & Performing Arts Program Review**

Mr. Smith reviewed the content area program review process and introduced Robert Morrison of the New Jersey Arts Education Partnership (NJAEPP), who gave the external report on the Fine and Performing Arts program. Mr. Morrison shared the results of the program review survey conducted during the 2015-2016 school year and put forth his organization's recommendations based on the findings. Mr. Jeffrey Santoro, Supervisor of Fine & Performing Arts, presented the internal report on the program and highlighted similarities in the findings of the two reports.

## **SUPERINTENDENT'S COMMENTS**

Dr. Aderhold thanked Mr. Bob Morrison and Mr. Jeffrey Santoro for their presentations and thanked the Music and Arts Staff for their assistance and support. Dr. Aderhold addressed some of the recommendations of program review that have been included in the 2017-2018 tentative budget, including 3 additional music staff positions, the creation of a fine and performing arts budget, and the implementation of a 20-year replacement cycle for instruments.

### **PRESENTATION:**

#### **Update: Impact of Residential Developments on Hawk Elementary School**

Dr. David Aderhold and Mr. George Duthie conducted a presentation for the Board on planning for future capacity to prepare for increased enrollment projections across the district. Dr. Aderhold and Mr. Duthie emphasized that, other than the Phase I expansion at Maurice Hawk, the presentation outlined district properties and footprints of possible expansion areas to inform the board of what could be done and was not a proposal of what should be done. At the end of the presentation, a discussion ensued regarding anticipated residential construction projects, enrollment projections, demographic reports, building capacity, and project funding.

## **PUBLIC COMMENT**

Seven people spoke about the following topics: The Fine and Performing Arts program review, district growth, building capacity, class size, retrofitting classrooms, and Policy 2460 on electronic communication.

## **COMMITTEE REPORTS**

All committees met on March 21, 2017.

### **Administration & Facilities**

Ms. Kaish stated that the committee meeting included the following topics: discussion with Mr. George Duthie, district architect, on district expansion and planning for future capacity; review of a new policy, 1511, to address district website accessibility for individuals with disabilities; review of special education policies required by the State to be updated by May 5, 2017, including policies 2468, 2460, 2460.1, 2460.8, 2460.9, 2460.15; review of additional policies either as per the most recent policy audit by Strauss Esmay, or to address current district practices, including policies 3215.2, 3144, 3218, 4140, 4431.3, 6220, 6311, 6362, 6424, 6471, 6472, 6620, 6740, 6810, 6820; recommended a training session, called Not Even Once for the prevention of heroin addiction; recommended to move forward with a vote on the 2018-2019 academic calendar at the April 25<sup>th</sup> meeting.

## **Curriculum and Instruction**

Ms. Krug reported that the committee discussed the following items: PARCC summer testing and its relation to Option ii; Fine and Performing Arts program review external report; February 17 professional development day survey results; rationale for a shift in the Language Arts summer reading program; implementation of a dual language immersion program; and, the number of AP exams to be administered in May. The committee also reviewed and recommends the approval of the following agenda items: the creation of 2 AP exam assistant coordinator positions; the approval of C.H. Lopez Educational Consulting, LLC to serve as the external consultant for the K-12 Media Center program review; 3 teachers to attend Teachers College Summer Institute in June; a proposal from Corwin for Jim Knight's Instructional Coaching workshop; ComCore Connect, Inc. to provide EdGems instructional materials; an award from 2017 Verizon Foundation for the Robotics team; a donation from Wicoff PTA for document cameras; a non-public technology expenditure; the disposal of obsolete items in accordance with R7300.1; additional Community Education programs; and, several overnight field trips.

## **Finance**

Ms. Ho commented that the committee supported the agenda items. The committee reviewed the travel accountability regulations resolution and supports the stated maximum level of expenditure even though there is no expectation of reaching that level (the regulations require a firm ceiling be set that cannot be exceeded). Preparation for the bond referendum continues including the first reading of the bond refunding ordinance on tonight's agenda. The committee reviewed the February draft board secretary's report, discussed the 2017-18 budget, and discussed the capital reserve level of twenty million dollars and its uses over the next few years. Discussions also took place regarding the following: the termination of the district's Transportation use of the Wallace Road property; the successful reduction in the per copy copier fee; the insistence by the State of New Jersey that the district pay tuition for two students attending an East Brunswick charter school, which appears contrary to State of New Jersey charter school regulations so the district is looking into it.

## **ADMINISTRATION**

An administrative addendum was added for a resolution. Clarifications were made to Policy 6362 and Policy 6471. A discussion ensued regarding policy review and approval.

Mr. Zhong left the room.

Upon motion by Mr. Cheng, seconded by Ms. Herts, and by roll call vote with all Board Members present voting yes, the Administration Items 1 through 4 and the addendum were approved by all board members present.

## **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 March 21, 2017, for the following case number: 22120174.

## **Policies and Regulations: First Reading**

2. First reading of the following policies and regulations:

P2460 Special Education  
P2468 Independent Educational Evaluations  
P3125.2 Employment of Substitute Teachers  
P3144 Certification of Tenure Charges

P3218 Substance Abuse  
P4140 Termination  
P4431.3 New Jersey's Family Leave Insurance Program  
P6220 Budget Preparation  
P6311 Contracts for Goods or Services Funded by Federal Grants  
P6362 Contributions to Board Members and Contract Awards  
P6424 Emergency Contracts  
P6471 School District Travel  
P6472 Tuition Assistance  
P6620 Petty Cash  
P6740 Reserve Accounts  
P6810 Financial Objectives  
P6820 Financial Reports

R2460 Special Education  
R2460.1 Special Education - Location, Identification, and Referral  
R2460.8 Special Education - Free and Appropriate Public Education  
R2460.9 Special Education - Transition from Early Intervention Programs to Preschool Programs  
R2460.15 Special Education - In-service Training Needs for Professional and Paraprofessional Staff  
R3144 Certification of Tenure Charges  
R3218 Substance Abuse

### **Testing Material and Equipment Disposal – Special Services**

3. Approve the disposal of obsolete surplus testing materials that have met the district's life expectancy (the age and physical condition of the material render the materials ineffective):
  - 128 Manuals
  - 313 Parent Response Forms
  - 439 Teacher Response Forms
  - 330 Student Response Forms
  - 94 Workbooks
  - 3 Testing Protocols
  - 146 Computer Entry Forms
  - 1479 Testing Records Forms
  - 337 Scoring Guides
  - 56 Evaluation Forms
  - 50 Student Response Booklets
  - 95 Test Kits
  
4. Approve the disposal of obsolete surplus equipment that has met the district's life expectancy (the age and physical condition of the equipment render the equipment ineffective):
  - 9 Alpha Smart Pro
  - 1 The Writer Fusion
  - 1 Toshiba Satellite 110CS
  - 1 The Writer Plus
  - 1 DynaVox
  - 2 DynaVox Charger (EM10701D)
  - 1 VisuAide Victor Reader
  - 3 Victor Reader Wave
  - 3 Victor Reader Stream CD Player
  - 5 Victor Reader Stream
  - 2 Victor Reader User Guide CD

- 1 iPad (Serial #DMPN5B7BF185)
- 11 RFB&D Audio CD: The Pearl
- 1 Learning Ally Audio CD: 1-33
- 1 Space Man FM System & Board

**West Jersey Football League and NJ Interscholastic Athletic Association**

5. Approve the following resolution:

**Resolution to West Jersey Football League and NJ Interscholastic Athletic Association**

WHEREAS, the West Windsor-Plainsboro Regional School Board of Education recognizes that the West Windsor-Plainsboro Regional School District is a district in good standing in the New Jersey Interscholastic Athletic Association and a participant in the West Jersey Football League and the Colonial Valley Conference; and

WHEREAS, the West Windsor-Plainsboro Regional School Board of Education believes that the safety of our student-athletes is a paramount concern; and

WHEREAS, that despite the competitiveness of our respective teams from High School North and High School South in prior seasons and with full recognition that we enjoy a combined student enrollment of over 3,000 students (Grades 9 through 12), we have no more than 53 (25 High School North and 28 High School South) returning athletes (current 9th-11th graders) who plan to return for the fall 2017 season; and

WHEREAS, High School North anticipates the return of 25 players (current 9th-11th graders) for the fall 2017 season of which 16 will be sophomores; and

WHEREAS, based upon our projected participation of future athletes, we do not anticipate our down trend in participation to reverse in the near term; and

WHEREAS, during the past two seasons we have not fielded a freshman team at High School South, only played a partial JV schedule during the 2016-2017 school year, and will not run a JV team during the 2017-2018 school year; and

WHEREAS, during the past two seasons we have not fielded a JV team at High School North and will not be able to run a JV team during the 2017-2018 school year; and

WHEREAS, extremely low numbers of participating students creates a safety concern in both practice and games as students are prematurely asked to play both undersized and against more experienced athletes. Further, athletes are asked to play in excess thereby increasing the risk of injury; and

NOW THEREFORE BE IT RESOLVED, that it is a concern of the West Windsor-Plainsboro Regional School District Board of Education that based upon the continued decline in numbers within our Football program that we will not be able to safely compete in the fall 2017 season without immediate relief granted by the NJSIAA; and

NOW THEREFORE BE IT RESOLVED, that our ability to safely field teams in comparison to other districts in the league and division is diminished and places the safety of our athletes at jeopardy; and

NOW THEREFORE BE IT RESOLVED, that without the ability to enter into a cooperative agreement for High School North and High School South, which requires a rule change from the

NJSIAA or waiver from the rule, the West Windsor-Plainsboro Regional School District may not be able to field a team at High School North during the fall 2017 season; and

NOW THEREFORE BE IT RESOLVED, absent relief granted by the West Jersey Football League or the NJSIAA, the administration of the West Windsor-Plainsboro Regional School District will make an ultimate decision regarding the status of our 2017-2018 Football season for High School North based upon the outcome of the NJSIAA determination. Our decision will be made based upon our responsibility for the safety of our students.

Mr. Zhong returned to the meeting.

### **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.

#### **AP Exam Assistant Coordinators**

1. Approve the creation of two Advanced Placement exam assistant coordinator positions (one at High School North and one at High School South) at a rate of \$3,500 for 20 days. [Money received from the testing fees will be used to cover this expense.]

#### **Media Center Program Review Vendor Selection**

2. Approve C.H. Lopez Educational Consulting, LLC to serve as the external consultant for the K-12 Media Center Program Review at a total cost of \$12,500.

#### **Professional Development – Consultant**

3. Accept the proposal from Corwin for Jim Knight’s Instructional Coaching and Beyond professional development. [The total cost of the program is approximately \$38,500 and will be shared between the West Windsor-Plainsboro Regional School District and Rider University.]

#### **Mathematics Instructional Resource**

4. Approve ComCore Connect, Inc. to provide high-quality Mathematics standards-aligned instructional materials to the West Windsor-Plainsboro Regional School District, through the EdGems online platform, for the remainder of the 2016-2017 school year, at a cost not to exceed \$2,000.

#### **Robotics Team Award**

5. Accept the 2017 Verizon Foundation award in the amount of \$5,000 to the WW-P Robotics Team, as a winner of the Verizon Innovative Learning App Challenge Best in State Award.

#### **Donation**

6. Accept a monetary donation in the amount of \$1,286.45 from the Wicoff PTA to be used to purchase document cameras at Wicoff Elementary.

#### **Non-public Technology Expenditure**

7. Approve expenditures of the FY 2017 NJ Nonpublic School Technology Initiative as follows:  
Montessori Country Day School: \$298.22

### **Disposal of Instructional Materials**

8. Approve the disposal of the following obsolete items in accordance with R7300.1 [All items are so outdated they no longer serve as worthy instructional tools]: 744 books from the High School South Media Center

### **Community Education Spring/Summer 2017**

9. Approve additional Community Education Spring/Summer 2017 Programs: Bricks 4 Kidz Parent & Child Master Builderz Contest- June 2, 2017

### **Overnight Field Trips**

10. Approve the following:

#### High School South

- a) Science Bowl Team to the National Oceanic Science Bowl at Oregon State University in Corvallis, Oregon, from April 20, 2017, to April 23, 2017. [This trip is paid by the Consortium for Ocean Leadership, Inc.]
- b) Science Bowl Team to the US Department of Energy's National Science Bowl in Washington DC, from April 27, 2017, to May 1, 2017. [This trip is paid by the US Department of Energy.]
- c) Science Olympiad to Wright State University in Dayton, Ohio, from May 18 2017, to May 21, 2017. The cost of the trip is approximately \$800 per student.

#### Middle/High School

- d) Middle School and High School Future Problem Solvers to University of Wisconsin-LaCrosse in LaCrosse, Wisconsin, from June 7, 2017, through June 11, 2017; the cost of the trip is approximately \$1,000 per student.
- e) Middle School and High School National History Day students to College Park, Maryland, from June 11, 2017, through June 15, 2017; the cost of the trip is approximately \$500 per student.

### **FINANCE**

A finance substitution was made for items 8 and 9. A correction was made to the final adjusted cost calculation for item 15.

Upon motion by Ms. Juliana, seconded by Ms. Ho, 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 March 28, 2017 (run on 3-22-17) in the amount of \$10,714,768.07.
  - b) Bill List Capital for March 28, 2017 in the amount of \$0.
2. Budget adjustments as follows:
  - a) 2016-2017 school year as shown on the expense account adjustments for February 28, 2017 (run on 3-20-17) (Adjustment No. 377-444).

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 January 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.

A-149 Report of the Treasurer of School Monies to the Board of Education as of January 31, 2017.

#### **Maximum Travel Expenditure**

4. To approve the following resolution:

Whereas, pursuant to *N.J.S.A. 18A:11-12*, in each pre-budget year, the West Windsor-Plainsboro Regional School District Board of Education is required to establish a maximum travel expenditure amount for the budget year that may not be exceeded; and

Whereas, the West Windsor-Plainsboro Regional School District Board of Education has established the maximum travel amount in the pre-budget year of \$450,000 and the amount spent to date is \$87,558; and

Whereas, the West Windsor-Plainsboro Regional School District Board of Education has determined that the maximum travel expenditure amount includes all travel that is supported by state and local funds; and

Whereas, the West Windsor-Plainsboro Regional School District Board of Education has not elected to exclude travel expenditures supported by federal funds from the maximum travel expenditure amount; now, therefore be it

Resolved, that the West Windsor-Plainsboro Regional School District Board of Education hereby establishes the maximum travel expenditure amount for the 2017-2018 school year will be a maximum of \$450,000.

#### **Regular School District Business Travel**

Whereas, Chapter 53 of the Laws of 2007 and *N.J.A.C. 6A:23A-1.1 et seq.* govern all reimbursements to school district employees for costs related to travel; and

Whereas, the West Windsor-Plainsboro Regional School District Board of Education ("Board") recognizes that the needs of the district require many employees to travel between schools and other offices within the school district; and

Whereas, the Board recognizes that the needs of the district also require numerous employees to travel outside the school district to attend various meetings and activities related to their duties; and

Whereas, Chapter 53 of the Laws of 2007 and *N.J.A.C. 6A:23A-7.3* authorize the West Windsor-Plainsboro Regional School District Board of Education to establish a maximum amount for which employees may be reimbursed for costs related to "regular school district business travel" for which no specific approval of the Board of Education is required; and





**Paving Job Order Contract Repair & Maintenance Bid # ESCNJ 15/16-83 Cop-op:**  
Murray Paving & Concrete, LLC Co-op

**Turf Synthetic – Repair, Maintenance & Replacement Bid # MRESC/AEPA 16-G**  
Field Turf Co-op  
Hellas Construction, Inc. Co-op  
Shaw Contract Flooring Services, Inc. Co-op

**Technology:**

**Technology Supplies & Services Bid # MRESC 15/16-11 Co-op:**  
Computers, Technology Supplies CDWGovernment Co-op  
PMC Associates Co-op  
AlphaComm Wireless Co-op

**Wireless Duress Monitoring Systems ESCNJ 16/17-45 Co-op:**  
Turnkey Technologies, Inc. Co-op  
Signal Electric Corp Co-op  
Troxell Communications, Inc. Co-op

**Equipment Disposal**

6. Approve the disposal of obsolete equipment that has met the district’s life expectancy. [The physical condition of the equipment renders it ineffective.]

Grover Middle School

- a) 2 GE Oven ranges, model RF385PXGW

Town Center Elementary School

- a) 1 6x4 Cafeteria Folding table
- b) 2 Pull Down Projector Screens
- c) 1 Pulse Oximeter Model 2500

**Change Orders**

7. Change Order No. 1 – Single overall contract of Picerno-Giordano Construction, for Site Improvements at Town Center ES (Playground), as recommended by Fraytak Veisz Hopkins Duthie, PC, (Architect/Planner Project No. 4686A), for a credit to the owner for the unused allowance, in the credit amount of \$5,000.00. This change order decreases the contract amount of \$151,607 to \$146,607.
8. Change Order No. 2 – Single overall contract of Top Line Construction Corp., for the Basketball Court Restoration at High School South and Pavement Restoration at Various Sites (Architects/Planners Project No. 4887-Basketball Court Restoration at HS South and Pavement Restoration at Various Sites: Project Nos. 4889-Grover, 4890-Millstone and 4891-Village), as recommended by Fraytak Veisz Hopkins Duthie, PC, for a repair of an inlet at Town Center Elementary School as requested by the owner, in the amount of \$2,374.20. This change order increases the contract amount of \$459,492.65 to \$461,866.85.
9. Change Order No. 3 – Single overall contract of Top Line Construction Corp., for the Basketball Court Restoration at High School South and Pavement Restoration at Various Sites (Architects/Planners Project No. 4887-Basketball Court Restoration at HS South and Pavement Restoration at Various Sites: Project Nos. 4889-Grover, 4890-Millstone and 4891-Village), as recommended by Fraytak Veisz Hopkins Duthie, PC, for a repair of an inlet at Maurice Hawk Elementary School as requested by the owner, in the amount of \$1,500.00. This change order increases the contract amount of \$461,866.85 to \$463,366.85.

**Transportation**

**Quotes – School Related Activities**

10. Award the 2016-2017 Student Transportation Contract – School Related Activities, Multi Contract Number 17848 to George Dapper, Inc. as follows:

<u>Trip ID#</u>	<u>Destination</u>	<u>Cost Per Bus</u>	<u># Buses</u>	<u>Adj Cost Per Hour</u>
17848	The Newton Hotel	\$600.00	1	\$75.00

11. Award the 2016-2017 Student Transportation Contract – School Related Activities, Multi Contract Number 17849 to George Dapper, Inc. as follows:

<u>Trip ID#</u>	<u>Destination</u>	<u>Cost Per Bus</u>	<u># Buses</u>	<u>Adj Cost Per Hour</u>
17849	High School North	\$600.00	1	\$75.00

12. Award the 2016-2017 Student Transportation Contract – School Related Activities, Multi Contract Number 17869 to A-1 Limousine, Inc. as follows:

<u>Trip ID#:</u>	<u>Destination</u>	<u>Per Bus</u>	<u># Buses</u>	<u>Per Hour</u>
17869	Scranton, PA	\$3433.00	1	\$88.00

13. Award the 2016-2017 Student Transportation Contract – School Related Activities, Multi Contract Number 17870 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>
17870	Atlantic City, NJ	\$439.38	1	\$60.00

14. Award the 2016-2017 Student Transportation Contract – School Related Activities, Multi Contract Number 17871 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>
17871	High School North	\$439.38	1	\$60.00

**Addendums – Additional Mileage**

15. TC56, awarded to Rick Bus Company Multi Contract Number RB-PUB16-5 for the 2016-2017 school year awarded on December 13, 2016. Route cost \$390.00 for 127 days, plus an adjustment of \$57.00 per day negotiated mileage increase for 10 days (Feb. 13 – March 1) plus an adjustment of \$57.00 per day negotiated mileage increase for 7 days (March 2, 2017 – March 10, 2017). The per diem will return to \$390.00. The final annual adjusted cost is \$50,499.00

**Administrator Contract – Merit Goal Attainment**

16. To certify the following:

- a) Acknowledge that Larry Shanok, assistant superintendent, Finance, has achieved his 2016-2017 qualitative merit goal.
- b) Authorize submission of the 2016-2017 goal attainment with appropriate documentation for review and approval by the executive county superintendent.

### **Travel and Related Expenses Reimbursement**

17. 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) Approve three teachers to attend a one-week Teachers College Summer Institute at Columbia University, New York, New York, from June 26, 2017, to June 30, 2017, at a cost of \$825 per person plus travel.
  - b) Approve two staff members to attend MS Excel 2010 Training Program at Mercer County Community College, West Windsor, New Jersey, from May 30, 2017, through June 1, 2017, at a cost of \$285 plus travel per person.
  - c) Approve three administrators to attend a Dual Language Immersion Summer Institute in Wilmington, Delaware, from June 26, 2017, through June 28, 2017, at a total cost not to exceed \$965 per person.

### **Refunding Bond Ordinance: First Reading**

18. Approve the first reading of the Refunding Bond Ordinance as follows:  
[Public hearing on the Refunding Bond Ordinance will be held on April 25, 2017.]

**REFUNDING BOND ORDINANCE OF THE WEST WINDSOR-PLAINSBORO REGIONAL SCHOOL DISTRICT, NEW JERSEY PROVIDING FOR THE REFUNDING OF ALL OR A PORTION OF THE OUTSTANDING CALLABLE REFUNDING SCHOOL BONDS OF THE SCHOOL DISTRICT, DATED JANUARY 4, 2007, ISSUED IN THE ORIGINAL PRINCIPAL AMOUNT OF \$17,500,000, APPROPRIATING NOT TO EXCEED \$10,500,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$10,500,000 REFUNDING BONDS TO PROVIDE FOR SUCH REFUNDING.**

BE IT ORDAINED BY THE BOARD OF EDUCATION OF THE WEST WINDSOR-PLAINSBORO REGIONAL SCHOOL DISTRICT, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. The West Windsor-Plainsboro Regional School District, New Jersey (the "Board of Education") is hereby authorized to refund all or a portion of the outstanding callable refunding school bonds issued in the original principal amount of \$17,500,000 and dated January 4, 2007 (the "2007 Bonds"). The 2007 Bonds maturing on or after September 15, 2018 may be redeemed at the option of the Board of Education in whole or in part on any date on or after September 15, 2017 (the "Redemption Date") at the par amount of such 2007 Bonds to be refunded plus accrued interest to the Redemption Date.

Section 2. In order to finance the cost of the purpose described in Section 1 hereof, negotiable refunding bonds (the "Refunding Bonds") are hereby authorized to be issued in the aggregate principal amount not to exceed \$10,500,000 pursuant to *N.J.S.A. 18A:24-61 et seq.*

Section 3. An aggregate amount not exceeding \$150,000 for items of expense listed in and permitted under *N.J.S.A.* 18A:24-61.4 has been included in the aggregate principal amount of Refunding Bonds authorized herein.

Section 4. The purpose of the refunding is to incur an interest cost savings for the Board of Education.

Section 5. Supplemental debt statements have been prepared and filed in the offices of the West Windsor Township Clerk, the Plainsboro Township Clerk (collectively, the “Constituent Municipalities”) and the Assistant Superintendent for Finance/Board Secretary and in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey as required by law. Such statement shows that the gross debt of the Constituent Municipalities as defined in the Local Bond Law and the school debt of the Board of Education is increased by the amount the Refunding Bond authorization exceeds the amount of the proposed Refunded Bonds.

Section 6. No Local Finance Board approval is required as the issuance of the Refunding Bonds will comply with the requirements of *N.J.A.C.* 5:30-2.5.

Section 7. The Board President, the Superintendent, the Assistant Superintendent for Finance/Board Secretary and other appropriate representatives of the Board of Education are hereby authorized to prepare such documents, to publish such notices and to take such other actions as are necessary or desirable to enable the Board of Education to prepare for the sale and the issuance of the Refunding Bonds authorized herein and to provide for the redemption of the 2007 Bonds referred to in Section 1 hereof.

Section 8. This bond ordinance shall take effect immediately after final adoption.

## **PERSONNEL**

West Windsor-Plainsboro Regional School District Board of Education on March 24, 2017, provided an e-mail notification that if an employee’s name appears on the Personnel Agenda for the March 28, 2017, Board of Education meeting, the WW P Board of Education may discuss the recommended action related to your employment in a session closed to the public unless an employee submits written notice that is received at least 24 hours before the Board of Education meeting; the notice must state that the employee is requesting any such discussion take place in public. Please send this notice to Charity Fues, director of Human Resources, to [charity.fues@ww-p.org](mailto:charity.fues@ww-p.org) or Central Office, 321 Village Road East, West Windsor, NJ 08550. Please note that if the WW-P Board of Education intends to discuss a matter specifically pertaining to your employment, you will be sent an individualized RICE notice.

A personnel addendum was added: A. Administration – leave date change; C. Non Certificated Staff – appointment; D. Substitute – appointment; E. Stipend/Athletic - appointment, F. Community Education – appointment.

Mr. Fleres acknowledged the retirement of James Looney and thanked him for his 18 years of 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: