

**PUBLIC HEARING ON HARASSMENT, INTIMIDATION, AND BULLYING
AND BOARD OF EDUCATION MEETING MINUTES
January 23, 2018**

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 January 19, 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 January 19, 2018, and sent to Plainsboro and West Windsor township clerks on January 3, 2018, and on January 19, 2018.

The meeting of the West Windsor-Plainsboro Board of Education was called to order by Board President Fleres at 6:50 p.m. in room C110-111 at the District Administration Building. Upon motion by Ms. Ho, seconded by Ms. Krug, 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:	Student Discipline Matter
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 WWPSA
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:	Special Education Settlement; Docket No. MID-005658-17
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:	

The meeting reconvened to public session at 7:32 p.m. in the multipurpose room. The following Board members were present:

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| Mr. Isaac Cheng | Ms. Louisa Ho | Ms. Dana Krug |
| Mr. Anthony Fleres | Ms. Michele Kaish | Mr. Martin Whitfield |
| Ms. Carol Herts | | |

Board members Juliana and Zhong were absent. Present also were: Dr. David Aderhold, Superintendent of Schools; Dr. Christopher Russo, Assistant Superintendent for Finance/Board Secretary; Mr. Gerard Dalton, Assistant Superintendent for Pupil Services/Planning; and Mr. Martin Smith, Assistant Superintendent for Curriculum & Instruction. Also present was board attorney, Jeff Caccese, Esq.

BOARD PRESIDENT'S COMMENTS

Mr. Fleres thanked everyone for coming to the meeting. He mentioned that there will be several presentations this evening. Mr. Fleres explained that there was an executive session earlier, so the meeting has already been opened. Mr. Fleres introduced Lee McDonald, Director of Guidance and Anti-Bullying Coordinator, to present the semi-annual report on harassment, intimidation, and bullying (HIB), as required by the State of New Jersey.

SPECIAL PUBLIC HEARING ON HARASSMENT, INTIMIDATION AND BULLYING

The Special Public Hearing on Harassment, Intimidation and Bullying opened at 7:33 p.m.

Mr. Lee McDonald opened the presentation by reviewing the definition of HIB and how factual evidence of findings is defined. He explained that the definitions for HIB will be changing next year per revisions in code from the New Jersey Department of Education to become more in line with what other states define as HIB. The new definition will more clearly define an imbalance of power which often occurs between the alleged offender and victim. As the district considers revising its HIB policy, stakeholders will also review the 9 categories of potential outcomes that were adopted back in 2011 to assess if they still meet the needs of the District or if they need to be revised.

Mr. McDonald reported the district's investigations and confirmed HIB incidents over a six-month period starting from July 2017 through December 2017. He also reviewed the three-year snapshot containing applicable data for January 2015-December 2017, including the number of investigations and confirmed HIB, types of incidents, demographic information on the offenders and victims, location of incidents and data on those who reported such incidents. Overall, during this timeframe, investigations/confirmed HIB have remained constant and are consistent with one year ago. Categorically, intentional hate speech has tapered off, most likely due to an increase in the training we have provided for students. Investigations by grade level indicate middle school results have decreased while high school investigations have increased. Social media continues to pose a challenge.

Proactive programs were reviewed for each school. In the K-5 schools, the focus has been around creating a positive school culture and climate. Community Middle School ran an anti-bullying poster contest. Grover Middle School ran a 'Being a Respected Jag' campaign. High School South has been participating in data drives as part of Campaign Connect-New Jersey. High School North has been engaged in defining success and developing a healthy and attainable path towards success. All schools have been involved in continuing school climate assemblies, the 'You don't know me until you know me' training and other programs focused on educating staff and students, tying back to our mission statement to provide all students with a safe learning environment that is free from HIB.

The Board engaged in a discussion regarding various aspects of harassment, intimidation and bullying and the report.

Mr. Fleres, on behalf of the Board Members, thanked Mr. McDonald for his presentation.

SPECIAL OPPORTUNITY FOR PUBLIC COMMENT ON HARASSMENT, INTIMIDATION, AND BULLYING

There were no public comments.

APPROVAL OF THE REPORT

Upon motion by Ms. Krug, seconded by Mr. Whitfield, and by roll call vote with all board members present voting yes, the following board action was unanimously approved:

1. Accept the “July 1, 2017, to December 31, 2017, District Semi-Annual Report of Harassment, Intimidation, and Bullying” as required by the New Jersey State Department of Education under the Anti-Bullying Bill of Rights Act (P.L. 2010, c.122).

At 7:47 p.m. the Special Public Hearing on Harassment, Intimidation and Bullying ended and the business meeting reconvened.

STUDENT REPRESENTATIVE COMMENTS

Dillon Henry, High School North Student Representative, reported the following: On Friday February 2, the High School North and Community Middle School orchestras will be performing in the North auditorium. On Thursday, February 8, the High School North and Community Middle School choirs will perform together. The Swim Teams have been doing very well, with the Girls Swim Team being undefeated at 12-0 and the Boys Swim Team is 11-1. High School North Fencing is also doing well, with the Boys team placing 11th and the Girl’s team placing 8th in the statewide tournament, competing with over 40 schools. Dr. Aderhold met with High School North team leaders to discuss strengths, weaknesses, opportunities for improvement, and threats to the programs. Tuesday, January 30 is the end of the second marking period and the beginning of the second semester.

PRESENTATION: MAURICE HAWK AND TOWN CENTER ELEMENTARY SCHOOLS

Mr. Fleres introduced Dr. Aderhold and Mr. Duthie to present information in regards to the Maurice Hawk Elementary School and Town Center Elementary School construction projects.

Dr. Aderhold began the presentation and reported the following:

Last week, Dr. Aderhold and Mr. Duthie provided the West Windsor Planning board with a courtesy review of the Maurice Hawk plans. A courtesy review provides an opportunity for the township to review and give feedback on prospective plans. Along with Dr. Aderhold and Mr. Duthie, there were several other professionals on hand to answer questions and represent the district. The group received feedback from the township and discussed concerns and recommendations. In addition, the District has received feedback from Township Emergency Management staff and is attending to their concerns.

As of today, no decisions have been made in regards to affordable housing. However, site plans have been approved for building in West Windsor Township so the projects are moving forward. Total number of projected students for the approved, or soon to be approved, properties will yield approximately 495 students. We expect growth from these approved properties to yield approximately 200 K-3 students and 100 4-5 students. Currently, there is no room available at Village, so we need to consider making 4 classrooms available at Village to house the 100 students. The Hawk expansion would address the prospective student growth based on the approved projects only. This expansion does not address any issues from COAH, nor does it address GMS growth needs and HSS growth needs.

The demographic study is moving forward. Demographic studies report statistics at the time the study is done and are only as good as the data available at the time of the study. Demographic studies are not a prediction of future demographics. The capacity study is moving forward as well. We anticipate both studies to be completed and ready for presentation in March.

Principal at FVHD, Mr. George Duthie, architect and professional planner, presented the concept and layout of the expansion at Maurice Hawk Elementary School. The layout includes items that address traffic and parking, such as separate drop off area for students, a front parking lot for parents and visitors, a separate loop around the building for buses, and a separate staff parking lot on the side. Mr. Duthie outlined the basic classroom plan as well as the materials used to construct the addition. Flexibility of classroom setup for multiple use and various needs of students has been incorporated into the plan. Currently, the District is in a waiting period for approvals. The expected timeline includes going to bid in February, awarding the bid in March, starting construction in June 2018, and completing the project in fall 2019.

There was a break in the presentation to allow for a discussion on the Maurice Hawk portion of the presentation. A discussion ensued regarding certain aspects of the project. Mr. Duthie provided clarification on a few of the abbreviations used and the timelines. It was discussed that the Board would be deciding if we want to risk the potential of overcrowding or to start building to be ready for the upcoming growth. With our schools already at capacity, we will meet the required numbers for classroom growth from the DOE to move forward.

Dr. Aderhold and Mr. Duthie then presented information regarding a potential short term solution to a large capacity issue on the Plainsboro side of the district due to residential growth. The Place at Plainsboro development of 101 units was supposed to break ground in December, but did not due to the below freezing temperature. Construction will most likely begin in March. There are other prospective residential properties in Plainsboro, but nothing is in writing at this time, they are in the discussion phase only. The Place at Plainsboro potential residential growth includes: 71 units in Phase 1 with a possible 60 students, and a possible 85 students at full build-out. For Pre-K to 2nd grade, we would need at least 3 classrooms if the students were all regular education. However, with keeping special education students in-district instead of sending them out of district, we need space to house these additional special education classes. At Town Center, we were originally looking at 8 regular sized classrooms - 4 downstairs and 4 upstairs. We adjusted that model to create smaller classrooms for special education and free up full size classrooms for full size classes. We have no choice but to move forward at Town Center unless we want to increase class sizes. Already, the AM and PM Kindergarten Extension students in Plainsboro must be transported to West Windsor because there is no space on the Plainsboro side of town. Dr. Aderhold explained that on tonight's agenda, the District is seeking to move forward with submitting the project to the DOE so that the DOE will issue a project number which enables us to start the process of creating the specifications. The potential timeline for the Town Center build out includes going to bid in July and completing the project by December 2019.

Following the presentation, there was a discussion of the proposed floor plan.

Mr. Fleres thanked Dr. Aderhold and Mr. Duthie for the presentation.

PUBLIC COMMENT

Three members of the public spoke in regards to the following topics: recent change in traffic flow at High School North, security measures in the Maurice Hawk addition plan, the impact of growth on core facilities at Maurice Hawk, thanking the board for their service, and capacity limitations at all buildings.

Dr. Aderhold responded to public comments in regards to HSN traffic flow and core facilities. He explained that the traffic pattern disruptions at North should be temporary as the Plainsboro Police are addressing student driver safety in coordination with building administration. In regards to the impact of growth on core facilities at Maurice Hawk, Dr. Aderhold explained that measures to address the issue are not part of the addition, but depend upon it. These measures include repurposing some of the existing

rooms, additional use of the alternate gymnasium, and upgrading shelving in the media center for better space utilization. He also mentioned that a referendum may be needed to address the need for space in the cafeteria and media center over time. Dr. Aderhold invited Mr. Duthie to address the public comment in regards to school security.

Mr. Duthie explained the basic school security measures built into the plans for the Maurice Hawk Addition. The plans address mandated regulatory and legislative issues. They also include physical security features such as security doors, video cameras, bollards, and an upgraded communication system. Other security features include the relocation of the main office to help increase awareness, and limiting door access.

COMMITTEE REPORTS

Administration & Facilities Committee

Ms. Kaish reported that the Committee met on Tuesday, January 16 and welcomed Martin Whitfield to the Committee. In July 2017, board policy 5350 – Student Suicide Prevention was adopted. The Regulation to that policy is on the agenda this evening for a first reading. The Committee reviewed and discussed preliminary enrollment numbers for the 2018-2019 school year including information related to student mobility. The committee reviewed the hourly rate change due to an increase in the minimum wage. The committee discussed the purchasing process for the turf field replacement, including Co-op purchasing requirements and literature regarding the materials to be used, and recommends moving forward with the project. The committee discussed training sessions to be offered to all principals, assistant principals, school counselors, and Child Study Team members working with transgender students and supports the training. Finally, the Committee reviewed the timeline for the potential addition of classrooms at Town Center.

Curriculum Committee

Ms. Krug reported that the Committee met on Thursday, January 11 and reviewed a survey that was administered to college admissions representatives who attended the Fall College Fair evening program. Over 90% of respondents stated that class rank is not important and over 70% stated that their school recalculates the GPA the high school provides. The Committee reviewed correspondence from an Option ii provider regarding academic integrity and concerns about the amount of cheating they are seeing from WW-P student who are attempting to accelerate their studies. Administration outlined the steps the District will take to work with the provider to mitigate concerns. Next, the committee reviewed the first year pilot of the alternative evaluation model for highly effective teachers, for which staff and administrators attended training back in August. The committee reviewed the agenda items for this evening and recommends approval for the following: The revised ESL curricula to align to the standards, the online financial literacy summer course and the hosting of the course by Apex learning, two professional development consultants for the February Professional Development Day, the Community Education 2018 Spring and Summer Programs, the disposal of instructional materials that have exceeded their usefulness, and the acceptance of a donation of a telescope from a parent.

A discussion ensued regarding academic integrity and the Option ii summer programs.

Finance Committee

Ms. Ho reported that the Committee met on Tuesday, January 16 and reviewed and supports the agenda items for tonight's meeting. Staff presented information about the material proposed to be used for the turf field. Dr. Russo shared photos of the flooring improvements in the cafeteria at Community Middle,

Grover Middle, and Millstone River schools. The committee discussed the addition of a part-time pool operator to the Aramark contract as well as other maintenance issues. Administration updated the committee on the Maurice Hawk project, which is moving forward. The committee discussed the Town Center addition, which is estimated to cost \$4.5 million and be paid for out of capital reserve funds. On tonight's agenda is the approval to move forward with obtaining a job number for the Town Center project. At the meeting, Dr. Russo commended Larry LoCastro for his work on the district's receipt of ASBO International's Meritorious Budget Award. The Solar Renewal Energy Credit sale would take place the next day; these are sold every 6 months. The committee discussed district buildings and the status and need of certain repairs. Dr. Russo encouraged the schools to apply for sustainability grants and two schools have been awarded such grants, Wicoff and Grover, which are on the agenda this evening.

There was a question as to the status of the showers at the high schools. Dr. Russo responded that the repairs were complete and all of the showers were working, however, there is a hot water issue that is scheduled to be addressed when schools are closed.

ADMINISTRATION

Upon motion by Mr. Cheng, seconded by Mr. Whitfield, following a question regarding the IDEA grant, and by roll call vote with all Board members present voting yes, the following board actions were approved:

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 January 16, 2018, for the following case numbers: VES122017001; HSS122117001; HSS011218001; HSN122817001; GMS010918001; and GMS010218001.

School Safety Specialist

2. Appoint Gerard Dalton, assistant superintendent for Pupil Services, as the West Windsor-Plainsboro Regional School District school safety specialist for the period January 2018 through January 2019.

Special Services

IDEA Grant Amendment

3. Accept amendment to the original FY2018 IDEA grant application, as approved by the NJDOE on August 11, 2017, reflecting the inclusion of carryover funds from the FY2017 IDEA grant as follows:

Basic: \$386,557.00 (includes \$8,199.00 nonpublic programming)

Preschool: \$1,000.00 (includes \$0 nonpublic programming)

This amendment was approved by the NJDOE on January 2, 2018.

Consultants

4. Approve Dr. Alison Smoller, Developmental Pediatrics of Central Jersey, at \$500 for neuro-developmental evaluations; \$600 for 1 hour Out-of-Regional School Observation; and \$150 for each additional 30 minutes.
5. Approve the following for neurodevelopmental evaluations: The Center for Neurological and Neurodevelopmental Health (CNNH), \$600/ neurological evaluation or neuropsychiatric/psychiatric evaluation, and \$2,750/neuropsychological testing/evaluation.

Regulation: First Reading

6. First reading: Regulation 5350 Student Suicide.

CURRICULUM AND INSTRUCTION

Upon motion by Ms. Krug, seconded by Ms. Ho, following a discussion regarding the online financial literacy course, and by roll call vote with all Board members present voting yes, the following board actions were approved:

Curriculum

1. Approve the following revised curricula:
 - ESL 1A
 - ESL 1B
 - ESL 2A
 - ESL 2B
 - ESL 3A
 - ESL 3B

2018 Summer Course

2. Approve the following:
 - a) On-line, district Financial Literacy course for summer 2018, at a cost of \$350 per student. [Upon successful completion, students will receive 2.5 credits.]
 - b) Apex Learning to provide an on-line platform to host the Financial Literacy summer course at a cost not to exceed \$125 per student.

Community Education Spring/Summer 2018 Programs

3. Approve the Community Education Spring 2018 and Summer 2018 Youth and Adult programs:

After School Enrichment

Acrylics Painting	Bollywood Dance
After School Chess	Bricks Challenge
Apprentice Robotics: Ocean Missions	Cartooning

Cheer
Chess
Circus Dance
Crazy Chemworks
Drawing Foundations
Elementary Drawing
Flag Football
From Pages to Stages
Golf
Introduction to Web Design Using
HTML/CSS
Jr. Robotics: Adventure Stories & Jr. Civil
Engineering

Let's Dance Bollywood
Make Art!
Math Fun
Mindful Movements
Mining & Crafting
Mosaic Table Art
On the Court Basketball Experience
Pottery
Robotics Fun with Cubelets & Ozobots
Sculpted Jewelry
Sketch Into Spring
Sockey
Tennis Sports Medley

Adult Programming

Better Sleep with Hypnosis
Bollywood Workout
CPR/AED
Ed2Go Online Adult Learning
First AID

Getting Paid to Talk
Glitter Hoops
Lose Weight with Hypnosis
Safe Boating & Personal Watercraft
Stop Smoking with Hypnosis
The Complete Financial Workshop

SAT/ACT Test Prep

Kaplan
Lentz & Lentz

Princeton Review

Summer Programs

3D Printing: Minecraft Creations
3D Printing: Superheroes to the Rescue
Acting: War of the Worlds!
Action Movie Flix
Adventure Day Camp
All Sports Camp
Aloha! (Pottery)
Amazing Race & Robotics
Animal Brickology w/ Sensor Programming
Animal Cartoon Workshop
Animation Flix
Anime & Manga Drawing Workshop
Anime Cartoon Workshop
App Attach!
Around the World (Pottery)
Around the World in 5 days
Art All Day!
Art Splash
Bollywood Dance
Bricks Challenge
Build-It Week

Camp Invention
Camp Kelvin
Candy Camp
Cartoon Adventures in Space
Cartoon Zoo Workshop
Challenge Camp
Cheer
Chi Challenge w/ Computer Coding
Code Breakers
Colorful Critters- Pastel Drawing Workshop
Cooking & Baking Drawing Workshop
CRAYOLA World of Design
Creative Crochet
Creative Design & Robotics
Design Pop
Design Your Ride w/ WEDO Programming
Drone Adventures
Drums & Percussion
Electronic Game Design: Alien Invasion
Electronic Game Design: Kooky Karts
Electronic Game Design: Pizza Delivery

Electronic Game Design: Shark Attack
 Engineering Investigators
 Eureka! Young Inventors
 Even More Magnificent Masters- Pastel
 Drawing Workshop
 Extreme Ninja w/ LEGO Robotic Fidget
 Spinner
 Fashion Passion
 Fashion Sewing
 Fashion, Faces, & Flowers
 Fashionpreneur: Shop Owner
 Fashionpreneur: Web Developer
 Flag Football
 Floor Hockey
 Food Science
 Galaxy Far Away-NASA w/ Sensor
 Programming
 Golf
 Goofy Gadgets & Cranium Contraption w/ Jr.
 Robotics
 Hardware Engineering- Get Wired with
 MaKay MaKay and Envirobots
 Household Pets- Summer Art Workshop
 Imagination Flix
 Introduction to HTML/CSS
 Invention Convention w/Minute to Win it
 Challenge
 Inventors Workshop
 Jewelry Design Studio
 Jr. Chef USA Basic Culinary Camp- Can I
 Cook
 Jr. Chef USA Master the Basics Intermediate
 Culinary Camp
 Jr. Chemical Engineering: Crazy Concoctions
 Jr. Civil Engineering: Fun Foundations
 Jr. Engineers Club
 Jr. Industrial Engineering
 Jr. Mechanical Engineering: Let's Make Toys
 Jr. Mechanical Engineering: Widgets &
 Gadgets
 Jr. Robotics: Adventure Stories
 Jr. Robotics: Amazing Mechanisms
 Jr. Robotics: Move it... Move it!
 Jr. Robotics: Playing Soccer
 Jr. Robotics: Simple Machines
 Jr. Robotics: Wild Animals
 Just Make it Sew: Vintage Hollywood
 Keyboarding Music Camp
 Kings & Queens Chess Academy
 Lacrosse
 LEGO Brick City Engineers w/ Circuit Tech

LEGO Comics: Design Your Own Adventure!
 LEGO Engineering Adventure w/ Remote
 Control Technology
 Lego Flix
 Lights! Science! Art!
 Live Action Flix
 Mad Machines & Rockin' Rockets
 Make Your First 3D Video Game
 Maker Labs: Make Your 1st 3D Creation!
 Math Fun
 Minecraft Animators
 Minecraft Designers
 Minecraft Modders
 Minecraft Movie Flix
 Mission Code
 Mission to Mars (EV3)
 Momentum Madness
 Monkey Madness!
 Ocean Life- Pastel Drawing Workshop
 Ocean Missions
 Olympics (Pottery)
 On the Court Basketball Experience
 On the Court Basketball Fun & Games
 Our Earth (Pottery)
 Paint Party
 Petite Chefs
 Pirate Quest w/ Circuit Tech
 Post Camp Chess
 Radical Reactions & Detective Science
 Remote Control Robots
 Rescue Robots (EV3)
 ROBLOX Makers-Coders Entrepreneurs!
 Robo Battles & Mechatronic Masterminds
 Robotic Olympics & Engineering Olympiad
 (EV3)
 Robotics & Programming
 Robotics & Programming Junior
 Rock Out! Workshop
 Science Camp
 Secret Agent Lab: Spies Like Us
 Software Engineering
 Space: Infinity & Beyond
 Spanish Language & Culture
 Star Wars Stop Animation
 STEM Drawing Workshop- STEMIn' Up
 Summer
 Storybook Summer (Pottery)
 Super Slimy Science
 Superheroes Camp
 Survivor: Engineer's Cove
 Sweet & Savory Baking Basics

Team Sports Medley
Teenage Brick Turtles w/ Snap-Circuit Tech
Teenz Art: Fashion Forward
Teenz Art: Painting
Tennis
Tropical Tones
Ultimate Frisbee
Upcycle Style

VEX IQ Robotics
Video Game Animation
Volleyball
Wild West (Pottery)
World of Dinosaurs- Pastel Drawing
Workshop
Wreck-It-Week- Smash, Crash, Boom

Professional Development Consultants

4. Approve Innovative Designs for Education (IDE) to provide an additional teacher during the training on February 16, 2018 a cost of \$1,800.
5. Approve Susan Coll-Guedes, Amanda Newman-Godfrey, and Lauren Stitcher to present at Professional Development Day on February, 16, 2018, on the topic of teaching students with special needs in the Art classroom, at a cost of \$500 per session.
6. Approve Dr. Paula Rodriguez-Rust to facilitate four half-day and two full-day training sessions for counselors, child study team members, and administrators in work with transgender students, for a total cost for four days of professional development of \$4,500, for a total of not more than 90 staff members.

Disposal of Instructional Materials

7. Approve the disposal of the following obsolete items in accordance with R7300.1 [Items are so outdated they no longer serve as worthy instructional tools.]:
 - a) 1,560 books from Dutch Neck Elementary School

Donation

8. Accept a donation of a Celestron Powerseeker 127EQ telescope for use by the district from Bindu Balaji, a district parent.

FINANCE

Upon motion by Ms. Ho, seconded by Ms. Kaish, following a discussion regarding the turf field, and by roll call vote with all Board members present voting yes, except Ms. Herts who voted No on #11 and yes on all others, the following board actions were approved:

Business Services

1. Payment of bills as follows:
 - a) Bills List General for January 23, 2018 (run on 1-18-18) in the amount of \$13,524,945.20.
 - b) Bills List Capital for January 23, 2018 in the amount of \$0.
2. Budget adjustments as follows:

- a) 2017-2018 school year as shown on the expense account adjustments for December 31, 2017 (run on 1/08/18) (Adjustment Numbers 294-312).
- 3. Accept the following reports this will become a permanent part of the Board Minutes:
 - a) A-148 Report of the Secretary to the Board of Education as of November 30, 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.
 - b) A-149 Report of the Treasurer of School Monies to the Board of Education as of November 30, 2017.

Disability Insurance Plan

- 4. Approve the following resolution:

Whereas, during the fiscal year, there exists a need for a variety of specialized services; and

Whereas, funds are available for this purpose; and

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" or "extraordinary unspecifiable services" without competitive bids; now therefore be it

Resolved, by the West Windsor-Plainsboro Regional Board of Education to authorize the Superintendent of Schools and Board Secretary to execute contracts and/or agreements with The Hartford Insurance Company for group disability insurance plans.

Equipment Disposal

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

Millstone River Elementary School

- a) Wall thermometer, Welch Allen Pro4000
- b) Risograph Copier Machine, Savin 3580DNP

High School North

- a) Paraffin bath TheraPro TB-5
- b) Stationary Bike, Matrix
- c) Total Gym exercise machine parts

High School South

- a) HMH Woodcock Johnson Test materials - 6
- b) Beery Buktenica Developmental test
- c) Brigance – Early Development Exam
- d) Pearson test of written language
- e) Pearson test of word reading efficiency

Village Elementary School

- a) Tables, laminate, 96x30x31 – 2
- b) Tables, laminate, 145x30x31 – 3

- c) Table, laminate, 81x30x31

Grover Middle School

- a) Laminator, GBC Ultima 65

Technology

- a) iPad 2 Apple A1395 - 213
- b) Network load balancer appliance F5 Big IP ASM/GLB
- c) Adaptive security appliance Cisco 5525x

Grant – Acceptance

- 6. Accept the following Sustainable Jersey for Schools grants funded by the 2017 NJEA Small Grants Program:
 - a) J.V.B. Wicoff Elementary School in the amount of \$2,000 to be used to publish and distribute a book created by students on sustainability.
 - b) Thomas Grover Middle School in the amount of \$2,000 to be used to encourage students to utilize reusable water bottles by adding multiple water filling stations throughout the school.

Aramark Addendum

- 7. Addendum to the first-year extension of the ARAMARK Management Services Limited Partnership service agreement to add one part-time .375 FTE Pool Operator and reduce custodial staffing by .50 custodial FTE, effective January 1, 2018, adjusting the 2017-2018 total annualized contract charge to \$5,433,658.87 [an increase of \$13,575.85].

Other Capital Projects Submission

- 8. Approve the following resolution:

Resolved, that the West Windsor-Plainsboro Regional School District Board of Education approve the following project:

<u>School Name</u>	<u>Project</u>	<u>FVHD</u>	<u>DOE Number</u>
Town Center Elementary School	Addition and Renovations	5054	5715-130-18-1000

Be it further resolved that the district’s architects, Fraytak Veisz Hopkins Duthie, P.C., are authorized to submit the above project to the New Jersey Department of Education for approval on the district’s behalf.

Be it further resolved that the above project be approved as “other capital projects” as defined in *N.J.A.C. 6A:26*. The district will not seek State funding for the above project.

Be it further resolved that amendments to the Long-Range Facilities Plan by Fraytak Veisz Hopkins Duthie, P.C., to incorporate the above project be approved.

Change Order

- 9. Change Order No. 1 – Single overall contract of Jottan, Inc., Roof Restoration at West Windsor-Plainsboro High School North, for additional work to repair holes and replace flue stack caps in the amount of \$8,171.00, as recommended by Fraytak Veisz Hopkins Duthie, PC, (Architect/Planner Project No. 4831A), and a credit to the owner for the unused allowance in the amount of \$20,000, for a net credit to the owner of \$11,829. This change order decreases the contract amount of \$266,083 to \$254,254.

Bid Award

- 10. Award the January 17, 2018, bid for High School South Natatorium RTU and Generator Replacement as recommended by Fraytak Veisz Hopkins Duthie, PC, (Architects/Planners Project No. 4988), for a single overall contract to Unitemp, Inc. for a total lump sum bid award of \$265,500 contingent upon attorney review and approval of bid documents and final approval from the State of New Jersey Department of Community Affairs.

Other Bidders:	AMCO Enterprises	\$324,000
	Comfort Mechanical	\$270,853
	Driscoll Mechanical	\$296,000
	EACM Corp.	\$340,000
	Envirocon, LLC	\$522,798
	Framan Mechanical	\$367,000
	Industrial Cooling Corp.	\$338,000
	Liberty Mech. Contrs.	\$302,581
	PJM Mechanical Contrs.	\$279,000
	Chappelle Mechanical	\$352,000

Synthetic Turf Field and Track Restoration Co-Op Purchase

- 11. Enter into a contract with FieldTurf, a Tarkett Sports Company, for the replacement of the synthetic turf field at High School North at a cost of \$593,958, and replacement of the synthetic turf field and restoration of the track at High School South at a cost of \$1,026,111, through Educational Services Commission of New Jersey Cooperative Bid #MRESC/AEPA016-G and ESCNJ/ADPA16-H, for a total amount of \$1,620,069. The project will be funded with capital reserve funds, as previously approved.

Regularly Operating District (ROD) Grants - Concluded

- 12. West Windsor-Plainsboro Regional School District Board of Education acknowledges the below listed ROD Grants have been completed and the district has received confirmation from the State of New Jersey Schools Development Authority that all requirements of the agreements have been met and final disbursements made and authorizes the return of any unspent funds back to its original funding source.

<u>School Name</u>	<u>Project</u>	<u>Grant</u>	<u>DOE Number</u>
Village Elementary	Drainage - Paving	G5-3254	5715-160-09-1013 (OQAY)

Travel and Related Expenses Reimbursement

13. 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) Approve a district coach to attend “Fundamentals of Coaching” on January 30, 2018, in Robbinsville, New Jersey, at a cost not to exceed \$75 plus travel.
- b) Approve the purchasing specialist to attend the GPANJ Annual Conference on April 11-13, 2018, in Atlantic City, New Jersey, at a cost not to exceed \$750 plus travel. [State of NJ, Department of Education waiver received as required by *N.J.S.A. 18A:11-12*.]
- c) Approve a staff member to attend “New Jersey Conference for Kindergarten Teachers” on February 26, 2018, in Atlantic City, New Jersey, at a cost not to exceed \$344 plus travel.
- d) Approve a district administrator to attend “Labor Developments under the Trump Administration” on February 5, 2018, in Woodbridge, New Jersey, at a cost not to exceed \$75 plus travel.

Transportation

Quotes –To and From School

14. Award the Student Transportation Contract-Multi Contract Number BRU2 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>
BRU2	High School North	\$ 135.00	54	N/A	\$ 2.75

15. Award the Student Transportation Contract-Multi Contract Number BANSR2 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>
BANSR2	Shoprite	\$ 138.62	4	N/A	\$ 2.52

16. Award the Student Transportation Contract-Multi Contract Number BANSR3 to Rick Bus Company 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>
BANSR3	Shoprite	\$ 120.00	29	N/A	\$ 3.00

17. Award the Student Transportation Contract-Multi Contract Number SJCOR3 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>
SJCOR3	Various	\$ 130.00	33	N/A	\$ 2.95

Quotes – School Related Activities

18. Award the 2017-2018 Student Transportation Contract – School Related Activities, Multi Contract Number 18473 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>
18473	High School North from Newark International Airport	\$ 715.00	1	N/A

Agreements/Jointures

19. Enter into transportation agreements/jointures for the participation in coordinated transportation for the 2017-2018 school year between Board of Education of the West Windsor-Plainsboro Regional School District and the following:
- a) Gloucester County Special Services School District

2018-2019 Budget Discussion

Dr. Russo presented information regarding the school budget process. He began by reviewing the district mission statement, the Strategic goals, and the parameters of a school budget. Dr. Russo explained that the creation of a budget is an ongoing process that continues throughout the year, providing key dates and deadlines. Some dates of note included the preliminary budget due date of March 6th and the public hearing and formal adoption of the budget on April 24th. Some budget topics that will be considered in the creation of the 208-2019 budget include special services, health care costs, capital projects, technology, staffing needs, and salary increases.

Dr. Russo reviewed the November 2017 High School Rankings as published by Niche.com for WW-P and comparable neighboring schools as well as the actual per pupil costs and taxpayers guide to educational spending costs for each of those districts. Dr. Russo noted that, most likely, there will be something to share in regards to the budget at each board meeting and committee meeting from here through March.

The presentation was followed by a discussion of the 2018-2019 budget.

PERSONNEL

West Windsor-Plainsboro Regional School District Board of Education on January 19, 2018, provided an e-mail notification that if an employee’s name appears on the Personnel Agenda for the January 23, 2018 Board of Education meeting, the WW P Board of Education may discuss the recommended action related to that 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 stating that the employee is requesting any such discussion take place in public. If the WW-P Board of Education intends to