

**BOARD OF EDUCATION MEETING MINUTES**  
**May 22, 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 May 18, 2018, to The Princeton Packet, The Times, The Home News Tribune, and West Windsor and Plainsboro Public Libraries. Copies of the notice also have been placed in the Board Office and in each of the district schools on January 3, 2018, and on May 18, 2018, and sent to Plainsboro and West Windsor township clerks on January 3, 2018, and on May 18, 2018.

The meeting of the West Windsor-Plainsboro Board of Education was called to order by Board President Fleres at 6:47 p.m. in room C110-111 at the District Administration Building. Upon motion by Mr. Whitfield, 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:	<b>Personnel Matters</b>
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:	<b>Negotiations with WWPSA and WWPEA</b>
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:	
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:	<b>Personnel Issues, and as Noted on the Agenda</b>
9. Matters involving quasi-judicial deliberations, and specifically:	<b>HIB Review</b>

The meeting reconvened to public session at 7:47 p.m. in the multipurpose room. The following Board members were present:

Mr. Anthony Fleres  
 Ms. Carol Herts

Ms. Rachel Juliana  
 Ms. Michele Kaish  
 Ms. Dana Krug

Mr. Martin Whitfield  
 Mr. Yu “Taylor” Zhong

Board members Isaac Cheng and Louisa Ho 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; Mr. Martin Smith, Assistant Superintendent for Curriculum & Instruction; and Ms. Charity Fues, Director of Human Resources. Also present was board attorney, Jeff Caccese, Esq.

## **BOARD PRESIDENT'S COMMENTS**

Mr. Fleres thanked everyone for coming to the meeting. He explained that there was an executive session earlier, so the meeting had already been opened.

## **SUPERINTENDENT'S COMMENTS**

Dr. Aderhold thanked everyone for coming to the meeting and sent out a special thanks to the many groups hosting events this past weekend. He thanked Melissa Hager and everyone involved in the "Send Hunger Packing" fundraiser, which provides weekend meals to low-income families. Dr. Aderhold thanked Tricia Baker and Attitudes in Reverse for the work they are doing around mental health awareness and suicide prevention. He thanked the WW-P Education Foundation for hosting the Innovation Fair, which was a great success. He thanked the student green teams at both high schools, for its Green Fair on May 21. In regards to residential growth, Dr. Aderhold announced that a press release was issued on Thursday by West Windsor Township regarding the sale of the Transit Village.

## **ATHLETIC PROGRAM REVIEW PRESENTATION**

Dr. Aderhold gave a presentation on the goals and recommendations of the West Windsor-Plainsboro Athletic Task Force. He explained that the Athletic Task Force was formed for the purpose of reviewing district athletic programs and athlete participation and making recommendations for improvements. The Task Force members included coaches, students, parents, PTA/PTSA members, community recreation program representatives, and school administrators. Dr. Aderhold thanked all who participated in the task force for their time and effort. He reviewed the recommendations that came from the Task Force, which included improvements in communications, opportunities, personnel, and student engagement.

Board member Isaac Cheng arrived at approximately 8:07 p.m.

The Board and Dr. Aderhold engaged in a discussion regarding the Athletic Task Force's findings.

## **PUBLIC COMMENT**

There were no public comments at this time.

## **COMMITTEE REPORTS**

### **Administration & Facilities Committee**

Ms. Kaish reported that the Committee met on Tuesday, May 15, 2018 and reviewed the policies and regulations listed on tonight's agenda for first reading. Board member Cheng phoned in for a discussion the committee held on the use of Class III officers and security. Board members Louisa Ho and Rachel Juliana joined the committee for a discussion regarding Policy and Regulation 5600 – Pupil Discipline Code of Conduct, during which Mr. Dalton shared information from other school district and the New Jersey Code regarding the policy. The committee supports the policy and regulation as written, which are on the board agenda for second reading and approval this evening. Board member Dana Krug joined the committee during the review of several policies and regulations on the agenda this evening for first reading. The committee went over several personnel items, including the 2018-2019 Hourly Rate Chart and two job descriptions 1) The Community Education Program Administrator, and 2) District Plumber, which are on the agenda for approval this evening. The committee supports a proposal for two mental health clinicians from Rutgers University Behavioral Health Care to provide therapeutic support services

to students and their families. The committee also supports sending two administrators and one staff member to a professional development program regarding school policies.

### **Curriculum Committee**

Ms. Krug reported that the Committee met on Monday, May 14, 2018. The committee reviewed and supports the superintendent's recommendation to approve a research project on the "Program Evaluation of 1:1 Technology Device Program." The committee also reviewed and supports the following items on tonight's agenda for approval: The 2018 summer professional development and curriculum projects; the revised job description for Teacher Resource Specialist for Reading Intervention; the disposal of 831 books at the Town Center Media Center that are so outdated they no longer serve as worthy instructional tools; the authorization of the fourth year of a five-year agreement with the Middlesex Regional Educational Services Commission for non-public funds administration; several agreements for district technology programs including Swivl, Exemplars, and SharpSchool; professional development travel for several staff members; on-site professional development from several consultants; consultants for the StarTalk Hindi/Urdu program; and several overnight field trips for students, including some for the 2018-2019 school year. In addition, the committee recommends the adoption of the following new textbooks: Fundamentals of Physics for the Advanced Topics in Physics Honors Course; Exploring Environmental Science-for AP for the AP Environmental Science Course; and, Precalculus for the Precalculus CP course.

### **Finance Committee**

Mr. Zhong reported that the Committee met on Tuesday, May 15, 2018 and reviewed and supports the agenda items for tonight's meeting, including: Professional service rates (most unchanged); transfer of capital project interest income; Aramark renewal; Edvocate renewal; Sodexo renewal; lunch prices; 2018-19 procurement list; and travel approval for the NJASBO June conference. The Committee also reviewed and supports the following agenda item, which will be on the June 12, 2018 meeting agenda: a capital reserve resolution. The Committee reviewed the renewal of employee insurance coverage for prescription, dental, and healthcare. If the district enrolls in a new healthcare plan, the resolution terminating our participation in the State Health Benefits Plan (SHBP) will be on the June 12, 2018 Board agenda for approval. Administration shared with the Committee the benefits of utilizing a third party administrator for 403(b) and 457 Plans; the cost of this service would be borne by the investment companies and not by the district. Administration shared a few routine human resource items with the Committee, including the re-appointment of Non-Affiliated staff members and the renewal of the Hourly Rates for substitute and part-time staff. In other business, the Committee discussed the presentation given by Dr. Aderhold and Township Police officials at the May 8, 2018 Board of Education meeting concerning the use of Class III Police Officers in WW-P schools. They also discussed the Maurice Hawk wall art and the upcoming contract with University Behavioral Health Care for student mental health services as contained in the budget.

Following Mr. Zhong's report, there was a brief discussion regarding service performance and the renewal of the contracts for Aramark and Sodexo.

### **ADMINISTRATION**

Upon motion by Mr. Whitfield, seconded by Mr. Cheng, 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 May 15, 2018, for the following case numbers: GMS050818001; GMS050118001; CMS050118001; VES051118001; CMS050318001; HSS051018001; CMS050818001; CMS051118001; HSN051518001; MRS051418001; HSS051518002; VES051118002; and GMS051518001.

**First Reading: Policies and Regulations**

2. First reading of the following:

Policies

- 5350 Student Suicide Prevention
- 5533 Student Smoking
- 8462 Reporting Potentially Missing or Abused Children
- 5561 Use of Physical Restraint and Seclusion Techniques for Students with Disabilities

Regulations

- 5350 Student Suicide Prevention
- 5561 Use of Physical Restraint and Seclusion Techniques for Students with Disabilities

**Second Reading and Approval: Regulation**

3. Second reading and approval of regulation:

- 5600 Pupil Discipline/Code of Conduct

**Extended Day Program - Community Education**

4. Approve the monthly tuition fees for Community Education’s Before\* and After School Programs for the 2018-2019 school year as follows:

<u>Before School</u>	<u>5 days/wk</u>	<u>4 days/wk</u>	<u>3 days/wk</u>	<u>2 days/wk</u>	<u>1 day/wk</u>
From 7:00 AM	\$151	\$130	\$101	\$71	\$53
Nine Payments					

\*Before School Program is not available at middle school.

<u>After School</u>	<u>5 days/wk</u>	<u>4 days/wk</u>	<u>3 days/wk</u>	<u>2 days/wk</u>	<u>1 day/wk</u>
Until 6:00 PM	\$256	\$209	\$168	\$118	\$93
Until 6:30 PM	\$292	\$243	\$197	\$141	\$100
Nine Payments					

Students Enrolled - 5 days/wk AM and PM

Until 6:00 PM	\$384
Until 6:30 PM	\$396
Nine Payments	

Extra Fees (must be registered in EDP)

PM Care	\$15 per day (6:00 PM); \$18 (6:30 PM)
AM Care	\$10 per day
Half Days	\$25 per day
Late Pick-Up	\$15 for the first 10 minutes, \$1 each additional minute

Sibling Discounts

Sibling discounts apply to families with two or more children enrolled 5 days per week.

\*AM only, \$15 discount per additional child

\*PM only, \$25 discount per additional child

Late Payment Fees

Payments received after the sixth day of the month of service are subject to a \$10 late fee.

**Extended Year Program**

5. Approve the Special Services Extended School Year Program that will run from July 5, 2018, through August 8, 2018.

**Special Services**

6. Approve submission to the New Jersey Department of Education the Application for Extraordinary Aid for fiscal year 2018.

**CURRICULUM AND INSTRUCTION**

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

**New Textbook Adoption**

1. Adopt the following textbooks:
  - a.) Fundamentals of Physics (Halliday and Resnick), by Jearl Walker for the Advanced Topics in Physics Honors Course.
  - b.) Exploring Environmental Science-for AP, by G. Tyler Miller and Scott Spoolman for the AP Environmental Science Course.
  - c.) Precalculus by Miller and Gerkin for the Precalculus CP course

**Disposal of Instructional Materials**

2. 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.) 831 books from the Town Center Media Center

**Middlesex County Regional Educational Services Commission Non-public Services**

3. Authorize the fourth year of a five-year agreement with Middlesex County Regional Education Services Commission, to provide administration of non-public funds for non-public school students within the district in accordance with the State Board of Education guidelines as required:
  - a) 192/193 services for non-public instructional services to non-public school students within the district in accordance with the State Board of Education guidelines under Public Law 1977, Chapters 192/193 (*N.J.S.A. 18A:46-1 to 17* and *N.J.S.A. 18A:46-19.1 to 19.9*).
  - b) Non-public nursing services in accordance with the New Jersey Nonpublic Nursing Law guidelines under Public Law 1991, Chapter 226.
  - c) Nonpublic Technology Initiative Program, pursuant to the requirements of the New Jersey Nonpublic School Technology Initiative Program
  - d) Non-public textbook services in accordance with the requirement of the New Jersey Textbook Law, *N.J.S.A. 18A:58-37.1 et seq.*
  - e) Non-public Title III and Title III Immigrant funds administration, pursuant to the requirements of the No Child Left Behind Act of 2001
  - f) Non-public Security Aid Program funds administration, pursuant to the requirements of the New Jersey Nonpublic Security Aid Program
  - g) Nonpublic IDEA-B funds administration, in accordance with the Individuals with Disabilities Education Act Part B (IDEA-B)

**Technology**

4. Approve a one-year agreement with Exemplars Library to provide online resources for district-wide K-5 math instruction from June 1, 2018, through May 31, 2019, at a total cost of \$9,385.20.
5. Approve a one-year agreement with Swivl to provide 100 Pro Team Member licenses from July 1, 2018, through June 30, 2019, at a total cost of \$4,750.
6. Approve a one-year agreement with West Interactive Services Corporation to provide SharpSchool Web Hosting Services for the 2018-2019 school year at a cost of \$5,562.00.

**Donation**

7. Accept a donation from Bristol-Myers Squibb in the amount of \$6,000 for use by the FIRST Robotics Competition Team.

**Professional Development – Consultants**

8. Approve the following:
  - a) Proposal from Handle with Care for training in the Basic Verbal and Physical program, to be held September 5, 2018, and October 2, 2018. The total cost of the program is \$4,800 plus travel expenses for the instructor.
  - b) Chris Hunninghake to provide a four-day workshop on Next Generation Science Standards from September 25, 2018, to September 28, 2018. The total cost of the program is \$4,200.

- c) One teacher to be reimbursed for expenses related to obtaining Responsive Classroom training certification at a cost not to exceed \$600.

**Startalk Grant Hindi/Urdu Summer Program**

- 9. Approve the following consultants to provide services in relation to, and funded by, the 2018-19 Startalk Hindi/Urdu Summer Program:

Rajni Bhargava – Co-Director  
Nusrat Sohail – Co-Director  
Hajrah Butt, Razia Hassan, Farhana Omairzai, Mamta Puri, Anuradha Puri,  
Rashmi Sudhir – Instructors  
Sabeeha Ahmad, Farzana Haqqi, Shanti Jain – Teaching Assistants  
Julie Myers – Coordinator  
Roseann Zeppieri – Consultant/PD Trainer  
Milind Ranade – Technology Expert

**Field Trips**

- 10. Approve the following overnight field trips:

High School North

- a) Technology Student Association to the TSA National Conference in Atlanta, Georgia, from June 22, 2018, to June 26, 2018. The cost of the trip is approximately \$800 per student.

High School South

- b) Model United Nations to Model United Nations Competition at Princeton University, Princeton, New Jersey, from November 15, 2018, through November 18, 2018. The cost of the trip is approximately \$300 per student.
- c) Model United Nations to Model United Nations Competition at Rutgers University in New Brunswick, New Jersey, from November 29, 2018, through December 2, 2018. The cost of the trip is approximately \$300 per student.
- d) Model United Nations to Model United Nations Competition at University of Pennsylvania in Philadelphia, Pennsylvania, from January 24, 2019, through January 27, 2019. The cost of the trip is approximately \$300 per student.
- e) Model United Nations to Model United Nations Competition at Georgetown University in Washington DC, from February 14, 2019, through February 17, 2019. The cost of the trip is approximately \$350 per student.
- f) Model United Nations to Model United Nations Competition at Cornell University in Ithaca, New York, from April 18, 2019, through April 21, 2019. The cost of the trip is approximately \$400 per student.

Athletics

- g) High School South Cheerleaders to the National Cheer Competition in Orlando, Florida from February 6, 2019, to February 11, 2019. The cost of the trip is approximately \$970 per student.