

**MINUTES OF SPECIAL MEETING
FOR THE PURPOSE OF A BOARD RETREAT HELD
February 20, 2018**

In accordance with the State's Sunshine Law, adequate notice of this Special Meeting was provided by sending a notice of the time, date, location, and, to the extent known, the agenda of this meeting on February 16, 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 February 16, 2018, and sent to Plainsboro and West Windsor Township clerks on February 16, 2018.

The Special Meeting of the West Windsor-Plainsboro Board of Education was called to order by Board President Fleres at 6:30 p.m. in the multipurpose room at the District Administration Building. The following Board members were present:

Mr. Anthony Fleres
Ms. Carol Herts

Ms. Louisa Ho
Ms. Michele Kaish

Ms. Dana Krug
Mr. Martin Whitfield

Board Members Cheng, Juliana, and Zhong were absent. Present also were: Dr. David Aderhold, Superintendent of Schools; Dr. Christopher Russo, Assistant Superintendent for Finance/Board Secretary; Martin Smith, Assistant Superintendent for Curriculum & Instruction; and, Mr. Gerard Dalton, Assistant Superintendent, Pupil Services/Planning.

Welcome/Review Purpose and Outcomes

Mr. Fleres thanked everyone for coming to the meeting to discuss the budget.

Dr. Aderhold welcomed everyone and reviewed the budget related topics to be covered this evening, including special education, staff projections, capital projects, overview of a referendum, and facilitation of agreements. The Superintendent explained that, in light of recent events, the meeting would start with a discussion regarding school security.

School Security:

Dr. Aderhold conveyed to the Board that the District has worked diligently with law enforcement on school security issues and has received excellent remarks when reviewed by the Department of Education. The District practices regular fire and security drills in compliance with State guidelines. Security measures are reviewed regularly and improvements are consistently being made. Improvements to date include: the "Eyes on the Door" program (currently being re-evaluated for further improvements), door hardware upgrades, the creation of crisis teams, and additional security education for teachers. There are additional measures that can be taken, but conversations need to take place first. Prospective additional measures could include such items as: a communication system; panic buttons; and the addition of Class 3 officers. A class 3 officer is a retired police officer who reports to the chief of police, can carry a weapon and does not require pension and benefits. Dr. Aderhold engaged two members of the audience, police officers with West Windsor Township, in the conversation regarding the use of Class 3 officers and what such a program would entail. The district would need to make decisions regarding the responsibilities of these officers and how they would be presented. The district also needs to be

sensitive to the way the officers would be viewed by the community, as either a positive measure, or an overreaction. Additional security measures, including the use of Class 3 officers, should be well considered and discussed by the Board and administration prior to implementation.

Ms. Juliana arrived during the discussion, at approximately 8:15 p.m.

Special Education – “Staff the Vision”:

Gerard Dalton reviewed the special education needs of the District. A paradigm shift is occurring. We have 34 fewer students in out-of-district placements, meaning we have more students staying in-district for services. We are looking at a restructuring of programs that will offer better programs at a cost savings to the district. Eleven additional staff members would be needed to facilitate the desired change. Additional equipment would also be necessary, including a van, renovation for a school store, and an apartment in the high school for teaching life skills. The savings from the reduction in out-of-district placements will supplement the expense of the additional staff and program.

Staff Projections and Programmatic Considerations:

The Superintendent updated the Board on projected staffing needs and program changes. Seven additional staff members are needed at the High School level to cover additional sections for students. At the K-5 level, three additional staff members are needed in basic skills and ESL programs. Dual language immersion will require 2 additional classroom aides. Fourteen additional stipends may be needed for athletics at the High Schools and Middle Schools. Ten additional non-athletic stipends are needed at the high school level. Eight additional stipends are needed at the middle school level for athletics. The technology pilot in first grade will be continued in second grade, creating a need for additional equipment and training. An analysis was done regarding district practices in spending for art and music which found that an additional \$75,000 is needed to bring parity to spending and maintain our equipment properly.

At the District level, there are needed process changes and technology enhancements. The District is looking to make a change in the payroll software next year, which comes with an increased first-year cost. Student registration software is also being considered. In order to comply with a lawsuit settlement, the district is required to initiate a closed captioning program for all website videos, which comes at an additional cost.

At 10:30 p.m., by a motion by Ms. Ho, seconded by Mr. Whitfield, and supported unanimously by all present, the Board of Education meeting was extended by one hour.

Capital Projects

The summer facility projects were briefly discussed as they have been discussed in prior meetings. A quick update was given regarding the progress of construction planning at Maurice Hawk Elementary School. There was a brief discussion regarding phasing-in the work at Maurice Hawk to wait until the residential building starts. The superintendent shared information regarding the expected settlements between the communities and the Council on Affordable Housing (COAH).

Referendum:

The subject of declining debt was discussed with three distinct drop-offs, 2022, 2026, and 2028. A referendum of more than \$70 million dollars could be undertaken with no change in the debt service tax levy. Fund balance would have to be used to offset the increase in debt service until 2022, the first drop-off in current debt.

A list of projects was discussed whereby improvements would be shared among communities. The project list included: the addition of science classrooms where needed; the creation of dance studios; and improvements made to consumer science classrooms, robotics labs, safety systems, communication equipment, and the HVAC systems.

Facilitation of Agreements:

There are concerns with the Aramark contract. If minimum wage is increased to \$15 per hour, it will affect the contract by more than \$200,000. We have reviewed the need to create a board position of master plumber. Other unknowns at this time include the expiring contacts with two bargaining units.

At 11:30 p.m., by a motion by Ms. Juliana, seconded by Ms. Herts, and supported unanimously by all present, the Board of Education meeting was extended by one hour.

Summary of Budget

All of the improvements to instruction discussed earlier in the meeting can be obtained with a 2% tax levy increase. There were additional balances from the 2016-2017 budget that will be used in the creation of the 2018-2019 budget. The 2018-2019 budget will include an additional \$2.5 million in fund balance for tax relief as well as previously discussed enhancements to the educational program. There will be \$1.3 million added to the annual deposit into capital reserve. Dr. Russo shared how the additional use of fund balance may be maintained to provide a stable budgeting base. He also reviewed the changes in appropriations from the current budget to the proposed 2018-2019 budget.

The Board will vote on a budget to be submitted to the County office on March 6, 2018, even though state aid is delayed until March 15, 2018. The public hearing on the budget will be on April 24, 2018 and any needed changes to the preliminary budget will be voted on at that time. The budget assumptions are contained within a 2% tax levy increase which is within the cap without using the available spending growth limitation adjustments (SGLA's).

At 11:55 p.m., upon motion by Ms. Krug, seconded by Ms. Kaish, and by unanimous voice vote of all present, the meeting adjourned into Executive Closed Session to discuss the following:

Recess into Closed Session

WHEREAS, the Open Public Meetings Act authorizes Boards of Education to meet in executive session under certain circumstances;

WHEREAS, the Open Public Meetings Act requires the Board to adopt a resolution at a public meeting to go into private session;

NOW THEREFORE BE IT RESOLVED by the West Windsor-Plainsboro Regional School District Board of Education that it is necessary to meet in executive session to discuss certain items involving:

1. Matters of personal confidentiality rights, including but not limited to, staff and/or student discipline matters, and specifically:	Student Discipline Matter
2. 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:	Potential Ethics Violation

The meeting reconvened to public session on February 21, 2018 at 12:29 a.m.

Closing

The Superintendent and Mr. Fleres thanked everyone for their participation.

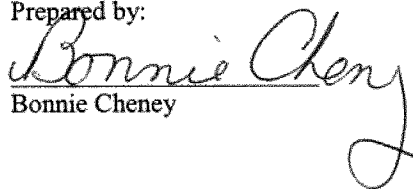
A motion to adjourn the meeting was made by Ms. Herts and seconded by Ms. Ho. All Board members that were present voted in favor of adjourning the meeting.

The meeting adjourned at approximately 12:30 a.m.



Christopher Russo, Board Secretary

Prepared by:


Bonnie Cheney

WEST WINDSOR-PLAINSBORO REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING DATE: February 20, 2018
PLEASE SIGN IN BELOW

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