

**PUBLIC HEARING ON REPORT OF VIOLENCE & VANDALISM AND HARASSMENT,
INTIMIDATION AND BULLYING AND BOARD OF EDUCATION MEETING MINUTES
October 17, 2017**

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, 2017, and on October 13, 2017, 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, 2017, and on October 13, 2017, and sent to Plainsboro and West Windsor township clerks on January 3, 2017, and on October 13, 2017.

The meeting of the West Windsor-Plainsboro Board of Education was called to order by Board President Fleres at 6:45 p.m. in C110-111 at the District Administration Building. Upon motion by Ms. Juliana, seconded by Ms. Krug, and by unanimous voice vote of all present, the meeting adjourned immediately into closed executive 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:	
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:	WWPAA and WWPSA Negotiations
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:	Doc. No. MID-L-4293-17; Civil Action No. 17-2071(FLW) Doc. No. MER-L-562-17; Doc. No. MID-L-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:	Personnel Immigration Laws
9. Matters involving quasi-judicial deliberations, and specifically:	HIB Review

BE IT FURTHER RESOLVED that any discussion held by the Board which need not remain confidential will be made public as soon as feasible. The minutes of the executive session will not be disclosed until the need for confidentiality no longer exists.

The meeting reconvened to public session at 7:30 p.m. in the multipurpose room. The following Board members were present:

Mr. Anthony Fleres
Ms. Carol Herts
Ms. Louisa Ho

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

Mr. Yingchao “YZ” Zhang
Mr. Yu “Taylor” Zhong

Board member Cheng was absent. Present also were: Dr. David Aderhold, Superintendent of Schools; Dr. Christopher Russo, Assistant Superintendent for Finance/Board Secretary; Mr. Martin Smith, Assistant Superintendent, Curriculum & Instruction; and, Ms. Charity Fues, Director of Human Resources. Also present was board attorney, Jeffrey Caccese, Esq.

BOARD PRESIDENT’S COMMENTS

Mr. Fleres stated that there was a closed session earlier, so the meeting has already been opened. He explained that tonight’s meeting will be in two parts. The first part of the meeting will be a Special Public Hearing on the Annual District Report of Violence and Vandalism and Harassment, Intimidation and Bullying. The second part will be the regular Board of Education meeting.

SPECIAL PUBLIC HEARING ON THE 2016-2017 ANNUAL DISTRICT REPORT OF VIOLENCE AND VANDALISM AND HARASSMENT, INTIMIDATION AND BULLYING

The hearing opened at 7:31 p.m.

Dr. Aderhold presented the report in Mr. Dalton’s absence. He explained that, during the month of October, the District is required to present the Annual District Report of Violence and Vandalism to the Board of Education in accordance with state statutes. Dr. Aderhold noted that some of the information being presented this evening is repetitive of information presented by Lee McDonald earlier in the year. Lee McDonald, director of guidance and anti-bullying coordinator, presents information focused on harassment, intimidation, and bullying (HIB). This report includes some of the same information, but also includes information on violence and vandalism.

First, Dr. Aderhold reviewed the district’s mission statement: “Building upon our tradition of excellence, the mission of the West Windsor-Plainsboro Regional School District is to empower all learners to thoughtfully contribute to a diverse and changing world with confidence, strength of character, and love of learning.” Dr. Aderhold then outlined the types of activities that took place at the elementary, middle, and high schools during the first week of October, designated as the “Week of Respect” in accordance with the Anti-Bullying Bill of Rights. He also reviewed the State’s definition of HIB: “Any gesture, any written, verbal or physical act, or any electronic communication, whether it be a single incident or a series of incidents, that is reasonably perceived as being motivated either by any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory [handicap] disability, or by any other distinguishing characteristic, that takes place on school property, at any school-sponsored function [or], on a school bus, or off school grounds as provided for in section 16 of P.L. 2010, CHAPTER 122, that substantially disrupts or interferes with the orderly operation of the school or the rights of other students.”

Dr. Aderhold then presented the statistical data of the Violence and Vandalism Report that included: HIB patterns and trends over the past three years, the breakdown of incidents by reporting category, incidents by school, the cost of vandalism to the school district, victim statistical data, and offender information.

For School Violence Awareness Week, the district established a variety of activities that will be available at each school to help prevent school violence. These activities provide age-appropriate opportunities for student to discuss topics regarding conflict resolution, address issues of student diversity, and promote tolerance. The district will continue to provide proactive programs for awareness during the course of the school year.

The Board engaged in a brief discussion about the presentation.

SPECIAL OPPORTUNITY FOR PUBLIC COMMENT ON THE 2016-2017 ANNUAL DISTRICT REPORT OF VIOLENCE AND VANDALISM AND HARASSMENT, INTIMIDATION, AND BULLYING

There were no public comments forthcoming at this time.

APPROVAL OF THE REPORT

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

1. To accept the “2016-2017 Annual District Report of Violence and Vandalism and Harassment, Intimidation, and Bullying” as required by the New Jersey State Department of Education (N.J.S.A. 18A:17-46 and N.J.A.C. 6A:16-5.3(f)).

ADJOURNMENT OF SPECIAL PUBLIC HEARING

The Special Public Hearing on the 2016-2017 Annual District Report of Violence and Vandalism and Harassment, Intimidation, and Bullying adjourned at 7:45 p.m. The regular board meeting reconvened immediately.

SUPERINTENDENT’S COMMENTS

Dr. Aderhold commented on the High School Profile that was disseminated this week and mentioned some particular awards received by the district. He commended staff and students on those achievements.

Dr. Aderhold made a correction his comment at a previous meeting regarding Blue Ribbon schools.

STUDENT REPRESENTATIVE COMMENTS

Alexandra Vena, High School South, reported that the football team won their first home game of the season against Princeton. The next home game against Hightstown will be a Pink Out event. Cheerleaders are selling black and pink long-sleeved t-shirts and donating all of the profits to breast cancer research. Monday, October 23 starts South’s Halloween-themed Homecoming Spirit Week. The homecoming game is Friday, October 27 against Pennsauken and the homecoming dance will be held on Saturday Oct 28. South is running a costume drive, accepting gently used or new costumes to donate to kids in need. The High School South College Fair is tomorrow night, with over 200 colleges attending, the most colleges ever to participate.

Dillon Henry, High School North, reported on last week’s Spirit Week and Homecoming Weekend at High School North. There were many activities during Spirit Week, ending with Color Day and a pep rally on Friday. The homecoming football game was a success with North dominating Lawrence in a 55-16 victory. Seniors lost the tug of war to both sophomores and freshman. Homecoming royalty was announced

and the homecoming dance was a great success. The Art department is continuing with Fall Drama and a Halloween concert. Shakespeare's Twelfth Night will be performed from Thursday, November 16 through Saturday, November 18th at 7:30 PM, with an additional matinee on November 18 at 2pm. The Halloween concert combines band, orchestra, and choir and will be held on October 29th @ 3pm in the High School North auditorium.

TESTING REPORT PRESENTATION

Mr. Smith, assistant superintendent for curriculum and instruction, began the Fall 2017 Testing Report presentation by noting that this presentation would focus on the following assessments: last school year's Partnership for Assessment of Readiness for College and Careers (PARCC) exams, Scholastic Aptitude Tests (SATs), and, Advanced Placement (AP) exams. The first portion of the report compared the percentage of students scoring level 4 and 5 for the District to the NJ Average and the overall PARCC average for grades 3-8 in Language Arts, grades 3-8 Mathematics, Grades 9-11 Language Arts, and Grades 7-11 Mathematics. Overall, the district's PARCC 2016 test results outperformed the New Jersey and PARCC benchmarks. These results indicate that our students are on track for college and career readiness. The next portion of the report reviewed SAT results which are typically administered to juniors and seniors in high school. The district is measured against the State of New Jersey average as well as national comparative data benchmarks. The SAT was redesigned 2 years ago, therefore data comparisons can only be made for two years. The district is outperforming the NJ mean as well as the national benchmarks. The final portion of the presentation reported on the district's Advanced Placement (AP) testing. The number of AP tests administered by the district has increased each year. The number of tests taken at each of the high schools tends to vary in accordance with the fluctuation in enrollment. Over 90% of High School students score a 3 or better on their exams. District-wide, by the time they graduate, 81% of seniors have taken at least one AP course and 62.7% of seniors have scored a 3 or higher on at least 1 AP exam.

The Board engaged in a discussion regarding various parts of the testing report. Mr. Fleres thanked Mr. Smith for the presentation.

PUBLIC COMMENT

Three people spoke on the following topics: The WWPEA Pasta Dinner Fundraiser for Hurricane Relief; after-school club stipends; technology in classrooms below fifth grade; and diversity and inclusion in WW-P hiring practices.

COMMITTEE REPORTS

All committees met on Wednesday, October 11, 2017.

Administration & Facilities Committee

Ms. Kaish stated that the committee met and discussed the following topics: submission of NJQSAC statement of assurance; high school turf field research, and the 2019-2020 school calendar.

Curriculum Committee

Ms. Krug reported that the committee covered the following topics: review of the annual testing report; review of summer 2017 Option ii course data which shows continued improvement in students passing the WW-P exams as compared to prior years; the 2018-2019 Program of studies; and the K-12 Health and Physical Education program review and proposals. The Committee also reviewed agenda items and recommends the following for approval: 5 revised curriculum documents; submission of the NJQSAC

Statement of Assurance; the Winter 2017-2018 Community Education Adult and Youth Programs; acceptance of a grant for the FIRST Robotics team; a one-day on-site training workshop conducted by Jennifer Lempp; the purchase of Gaggle Safety Management System; and several overnight field trips.

Finance Committee

Ms. Ho conveyed that the auditors attended the committee meeting and presented the draft 2016-2017 Audit and draft Management Report on Administrative Findings. The auditors indicated that the district is in a strong financial position and has received the highest possible audit opinion. In addition, the Management Report showed no findings. The Board will receive a draft of the Comprehensive Annual Financial Report (CAFR) prior to accepting the report at a November meeting. After the audit presentation, the committee reviewed the agenda items and supports the approval of the items. Other topics of discussion included: the 2018-2019 budget; the district's Statement of Assurance for NJQSAC; replacing four buses that will be reaching the end of their useful life; replacing two maintenance vehicles; facility and HVAC issues at Millstone River; and a recent change by the Department of Agriculture to food service contract requirements.

ADMINISTRATION

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

Professional Services

1. 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" without competitive bids; it is recommended that approval be given to adopt the following resolutions for the 2017-2018 school year:

Legal Services

- a) Authorize execution of an agreement with the Law Offices of Zhiyu Hu, P.C. to provide professional services for court review, appeals, and auditing notice at a total legal fee not to exceed \$6,000.
- b) Authorize execution of an agreement with the Law Offices of Gurnani & Gurnani to provide professional services for court review, appeals, and auditing notice at a total legal fee not to exceed \$5,500.

Medical Services

- c) Authorize execution of an agreement with the Center for Behavioral Health MD PA and Dr. Rajeswari Muthuswamy, MD, to provide evaluations at a cost not to exceed \$525 per evaluation.

Professional Services Rates

2. Approve rates for the following professional services and consultants for the 2017-2018 school year:

Special Services Consultants

- a) Toby Karten, TAMKA Educational Products LLC, to provide four co-teaching workshops during the 2017-2018 school year at a cost of \$7,500 plus travel.

- b) Professional Education Services, Inc. to provide bedside instruction during the 2017-2018 school year at a cost of \$47.097/hour.
- c) Silvergate Prep to provide bedside instruction during the 2017-2018 school year at a cost of \$55/hour.
- d) Pyramid Educational Consultants, Inc. to provide training on a Picture Exchange Communication System at a cost not to exceed \$5,500.
- e) Handle With Care Behavior Management to provide training during the 2017-2018 school year at a cost not to exceed \$2,700.
- f) Lighthouse Guild International, Inc. to provide Braille transcription during the 2017-2018 school year at a cost of \$7/page, at a cost not to exceed \$500.

NJ QSAC - Statement of Assurance

- 3. Authorize the submission of the West Windsor-Plainsboro Regional School District Board of Education’s New Jersey Quality Single Accountability Continuum (NJQSAC) Statement of Assurance for the 2017-2018 school year to the New Jersey Department of Education upon the recommendation of the Superintendent of Schools, pursuant to *N.J.A.C. 6A:30-3.2(f)*.

NJ QSAC - Comprehensive Maintenance Plan

- 4. Authorize the submission of the district’s Annual Comprehensive Maintenance Plan for the West Windsor-Plainsboro Regional School District to the County Office in compliance with the New Jersey State Department of Education requirements, pursuant to *N.J.A.C. 6A:26A-3.1*.

School Security Drills

- 5. Acknowledge the following fire and security drills were performed in September 2017 in compliance with *N.J.S.A. 18A:41-1*:

<u>Fire Date</u>	<u>Security Date</u>	<u>School</u>
9/12/17	9/19/17	Dutch Neck Elementary School
9/12/17	9/18/17	Maurice Hawk Elementary School
9/12/17	9/19/17	Town Center Elementary School
9/12/17	9/19/17	J.V.B. Wicoff Elementary School
9/15/17	9/13/17	Millstone River School
9/12/17	9/15/17	Village School
9/12/17	9/13/17	Community Middle School
9/20/17	9/14/17	Thomas Grover Middle School
9/12/17	9/15/17	WW-P High School North
9/8/17	9/12/17	WW-P High School South

Harassment, Intimidation, and Bullying

- 6. 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 October 11, 2017, for the following case numbers: HSS100217001; HSS100417001; VES092817001; VES092217001; and CMS091417001.

CURRICULUM AND INSTRUCTION

Upon motion by Mr. Zhang, seconded by Ms. Krug, followed by a clarification to item 6. b) and a discussion regarding curriculum revisions and the Gaggle Safety Management System, and by roll call vote with all Board members present voting yes, except Ms. Herts, who voted no on 1. e), and yes on all others, the following board actions were approved:

Curriculum Revisions

1. Approve the following revised curricula
 - a) Grade 8 STEM
 - b) Marketing
 - c) Principles of Engineering
 - d) AP Language and Composition
 - e) AP Literature and Composition

Community Education

2. Approve the following winter 2017-2018 Community Education Adult and Youth Programs:

Adult Program

Ed2Go

Youth Programs

Acrylics Painting

Acting I

After School Chess

Art Sampler

Bharatanatyam

Bollywood Dance

Bricks Challenge- Classic Mechanics

Cartoon Drawing

Chess

Circus Dance

Clay & Bead Pendants

Crochet

Elementary Drawing

EV3 Robotics: Rescue Robots & Introduction to VEX IQ Robotics Education Combo

From Pages to Stages

Fun Science!

Indoor Soccer

Introduction to Web Design Using HTML/CSS

Jr. Makey Makey: Musical Adventures & Jr. Robotics: Move it... Move it! Combo

LEGO Educational Life Science

Let's Dance Academy's Bollywood Dance

Mad Science System 3

Make Art!

Mindful Movement

Mosaic Table Art

On the Court Basketball

- h) Model United Nations to Cornell University, Ithaca, New York, from April 19, 2018, to April 22, 2018. The cost of the trip is approximately \$450 per student.
- i) Future Problem Solvers to University of Wisconsin, La Crosse, Wisconsin, from June 6, 2018, to June 10, 2018. The cost of the trip is approximately \$1,200 per student.

FINANCE

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

Business Services

- 1. Payment of bills as follows:
 - a) Bill List General for October 17, 2017 (run on 10-11-17) in the amount of \$13,721,360.46.
 - b) Bill List Capital for October 17, 2017 in the amount of \$0.
- 2. Budget adjustments as follows:
 - a) 2017-2018 school year as shown on the expense account adjustments for September 2017 (run on 10-05-17) (Adjustment Numbers 136 - 205).
- 3. Accept the following reports, which will become a permanent part of the Board Minutes:
 - a) A-148 Report of the Secretary to the Board of Education as of August 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.
 - b) A-149 Report of the Treasurer of School Monies to the Board of Education as of August 31, 2017.

Equipment Disposal

- 4. Disposal of obsolete equipment that has met the district’s life expectancy. [The age and/or physical condition of the equipment render it ineffective.]

Community Middle School

Maps, wall, various – 60
 Spotlight, theatre, rolling
 Tables, 7x4 – 2

Grover Middle School

Book shelf, circular, wood and plastic
 Chairs, rolling office - 2
 Table, 6’ round cafeteria
 Trees, artificial – 4
 White board, 6ft
 White board stand

High School North

Analytical balance
 Balance, .001g - 4

Balance, .01g - 4
Balance, .1g - 3
Balance, unknown scale
Book cases, wooden – 6
Cabinets, assorted – 6
Cabinets, filing, metal assorted sizes – 8
Cabinets, storage, small wooden – 4
Centrifuge
Desk corner pieces, wooden – 6
Desk top attachments, metal – 3
Desk top attachments, wooden – 3
Desks, metal – 7
Desks, wooden – 6
Dialogram Balance
Spectrophotometer- 2
Stethoscope
Spygmomanometer-2

Maurice Hawk Elementary School

Walkie Talkie Battery Pack, Motorola
Walkie Talkie Charging Stand, Mag One
Walkie Talkie Charging Stand, Motorola – 5
Walkie Talkie w/charger/adaptor cords, Motorola – 4

Village Elementary School

Carrel, wooden, student 30x36
Cart, Library
Chairs, plastic/metal, student - 70
Desks, laminate/metal, student – 17
File cabinet, 4-drawer, vertical
Projector, overhead, Elmo – 12
Table, kidney shaped

Change Orders

5. Change Order No. 1 – Single overall contract of American Athletic Courts, Inc., for the HSN Track Repair and Sidewalk Restoration (Architects/Planners Project No. 4888-High School North Track Repair, and No. 4896-High School North Sidewalk Restoration), as recommended by Fraytak Veisz Hopkins Duthie, P.C., as a credit to the unused allowance and reduced scope of work from that scope as included in the contract and as determined and directed in the field (based on line item unit costs and quantities), in the amount of \$26,005.00. This change order decreases the contract amount of \$351,316.30 to \$325,311.30.

Procurement of Goods and Services

6. Be it resolved by the Board of Education of the West Windsor-Plainsboro Regional School District pursuant to Title 18A: 18A-10, and N.J.A.C. 5:34-7.29(c), on timely basis, to procure goods and services utilizing state contract vendors to meet the needs of the school district who agree to sell goods and services to the Board of Education in accordance with all conditions of the individual state contract that may or may not exceed the bid threshold in the aggregate.

The duration of the contracts between the West Windsor-Plainsboro Regional School District and the referenced State Contract Vendors shall be for the 2017-2018 School Year as amended from time to time by the Division of Purchase and Property in the Department of the Treasury, Cooperative Purchasing Program.

<u>Commodity/Service</u>	<u>Vendor</u>	<u>State Contract No. or Co-op</u>
Textbook Services #65MCESCCPS Distribution of Textbook Services Bid # ESCNJ 17/18-32	Debjo Sales dba Book-It Distribution	Co-op

Travel and Related Expenses Reimbursement

7. 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) The director of Buildings and Grounds to attend the annual New Jersey School Boards Association Workshop in Atlantic City, New Jersey, on October 23-26, 2017, and authorize overnight travel and related expenses particular to attendance at these workshops. [The costs include a total group registration cost of \$1,500; and individual costs not to exceed \$500.]
 - b) One Community Education administrator to attend NJSACC's Thinking Outside the Box Conference in Princeton, New Jersey, on November 17, 2017, at a cost of \$163, plus mileage.
 - c) Seven Community Education group leaders to attend NJSACC's Thinking Outside the Box Conference in Princeton New Jersey, on November 18, 2017, at a total cost of \$1,141, plus mileage.
 - d) Four additional science teachers (for a total of seven) to participate in the Rider University Science and Literacy Center's (SELECT) NGSS assessment learning series at Rider University in Lawrenceville, New Jersey. No additional cost will be incurred.

Transportation

Agreements/Jointures

8. Approve 2017-2018 Joint Transportation Agreement; West Windsor-Plainsboro Regional School District Board of Education serving as host district to Robbinsville Township Board of Education as follows:

<u>Route</u>	<u>Destination</u>	<u>#Host Students</u>	<u>#Joiner Students</u>	<u>Revenue</u>
CS12-2	Center School	5	1	\$10,543.00

PERSONNEL

One personnel addendum was added that included: B. Certificated Staff - five changes; and C. Non-Certificated Staff - one appointment and one resignation.