

**PUBLIC HEARING ON REPORT OF VIOLENCE & VANDALISM AND HARASSMENT,
INTIMIDATION AND BULLYING AND BOARD OF EDUCATION MEETING MINUTES
October 30, 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 October 26, 2018, to *The Princeton Packet*, *The Times*, *The Home News Tribune*, and the 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 October 26, 2018, and sent to Plainsboro and West Windsor township clerks on January 3, 2018, and on October 26, 2018.

The meeting of the West Windsor-Plainsboro Board of Education was called to order by Board Vice President Kaish at 6:50 p.m. in the C110-111 at the District Administration Building. Upon motion by Ms. Krug, seconded by Mr. Whitfield, and by unanimous voice vote of all present, the meeting adjourned immediately into closed executive session to discuss the following:

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:	
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:	Docket A-0962-17T3, potential litigation of policy 2551
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 Issues as noted on the agenda and on the addendums
9. Matters involving quasi-judicial deliberations, and specifically:	HIB Matters

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 7:42 p.m. in the multipurpose room. The following Board members were present:

Mr. Isaac Cheng	Ms. Louisa Ho	Ms. Dana Krug
Ms. Carol Herts	Ms. Rachel Juliana	Mr. Martin Whitfield
Mr. Anthony Fleres	Ms. Michele Kaish	Mr. Yu “Taylor” Zhong

No Board members were absent. Present also were: Dr. David Aderhold, Superintendent of Schools; Dr. Christopher Russo, Assistant Superintendent for Finance/Board Secretary; Mr. James Earle, Assistant Superintendent, Pupil Services/Planning; Mr. Martin Smith, Assistant Superintendent for Curriculum & Instruction; and, Ms. Charity Fues, Director of Human Resources. Also present was board attorney, Mark Toscano, Esq.

BOARD PRESIDENT’S COMMENTS

Board President Fleres welcomed everyone to the meeting and explained there was an executive session earlier so the meeting had already been called to order. Board Attorney Mark Toscano reported changes to executive session agenda, which are reflected in the table above.

SPECIAL PUBLIC HEARING ON THE 2017-2018 ANNUAL DISTRICT REPORT OF VIOLENCE AND VANDALISM AND HARASSMENT, INTIMIDATION AND BULLYING

Board President Fleres opened the hearing at 7:43pm by introducing Assistant Superintendent for Pupil Services/Planning, Mr. James Earle, to present the annual report.

Mr. James Earle reported 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. Mr. Earle 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.” Mr. Earle 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.” Mr. Earle then presented the statistical data of the Violence and Vandalism Report that included the following: HIB Investigations as compared to confirmed HIB cases for the past two years, HIB patterns and trends, the breakdown of incidents by reporting category, and incidents by school.

Mr. Earle reviewed School Violence Awareness Week, during which the district established a variety of activities that were available at each school to help prevent school violence. These activities provided 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 student development and awareness during the course of the school year.

The Board engaged Mr. Earle in a discussion about the presentation.

SPECIAL OPPORTUNITY FOR PUBLIC COMMENT ON THE 2017-2018 ANNUAL DISTRICT REPORT OF VIOLENCE AND VANDALISM AND HARASSMENT, INTIMIDATION, AND BULLYING

Three people spoke regarding the Annual District Report of Violence Vandalism and Harassment, Intimidation, and Bullying. The topics included substance abuse incidents and reporting, a weapons incident, and creating partnering opportunities for students in middle school.

APPROVAL OF THE REPORT

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

1. To accept the “2017-2018 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 2017-2018 Annual District Report of Violence and Vandalism and Harassment, Intimidation, and Bullying adjourned at 8:20 p.m. The regular board meeting reconvened immediately.

SUPERINTENDENT’S COMMENTS

Dr. Aderhold addressed a few questions that came up during the hearing on the annual Report on Violence & Vandalism and Harassment, Intimidation and Bullying. He explained that, in regards to substance abuse, vaping is becoming very popular with teens and more difficult to recognize due to discreet packaging and odorless options. The district provides multiple presentations on vaping, as do the townships. He also addressed the comment regarding weapons, explaining that last year, a Community Middle School student brought a look-alike weapon to school. Although not an actual weapon, these look-alikes are considered weapons in a school zone. As for the suggestion of a buddy system (buddy bench) to reduce bullying incidents, the district has a variety of collaborating programs and a team-based approach in place at the middle schools to encourage students to work together.

REFERENDUM PRESENTATION

Dr. Aderhold explained that tonight’s referendum presentation is the eleventh presentation he has provided for the public and that another presentation will take place on Thursday. He directed the Board to the location of referendum information on the district website (http://www.west-windsor-plainsboro.k12.nj.us/about_us/r_e_f_e_r_e_n_d_u_m_2018). Information on the website includes school sending paths for each neighborhood, an FAQ page, a series of videos by school, documents on residential growth in both townships, and a one-page overview of all of the referendum projects.

Dr. Aderhold presented information on the November 6, 2018 Facilities Referendum vote. He began by reviewing the mission statement and expressing the community's pride in the school district and their children's educational experience. He expects that maintaining the educational excellence expected by the community is going to become much harder with the projected inflow of students. Eight of the district's ten schools are over capacity today and growth classrooms are necessary. The total impact of proposed future residential growth is 4,176 residential units yielding approximately 3,632 school age children. He explained that, if the referendum passes, it would benefit every school in the district as the referendum encompasses rehabilitation projects at all ten schools and additions at five of them. The referendum totals \$114,875,000, of which approximately \$63 million is for rehabilitation projects and approximately \$52 million is for additions and renovations. The dollar amount for the additions and renovations does not qualify for state aid, however, the district is able to offer a \$0 tax increase on the debt portion of the budget through use of retiring debt service payments, state aid (22.5% overall), and district funds on hand due to past fiscal prudence. Dr. Aderhold presented a graph showing how the increase in debt payments for the referendum would be offset by the decrease in payments for retiring debt. The district averages budget increases of about 2 percent per year for regular operations, so he is not asserting that taxes will not increase. However, he explained that the \$0 impact that he is referring to is the impact on the debt portion of the budget. The goal of the referendum is to build the facilities to address the needs of today and the growth of tomorrow while simultaneously being respectful and mindful of the tax impact on our community. The district has been engaged in a multi-year study to evaluate existing facilities, capacity, and anticipated growth. The proposed referendum focuses on four areas: life safety/security, air quality, programmatic needs (PA, Music, technology, robotics, culinary arts, media center, science, academic classrooms), and short-term and near-term residential growth. He reviewed the project descriptions and locations and the amount of money expected to be spent at each school.

Dr. Aderhold reviewed the Referendum question itself and explained that Paragraph 1 defines the projects to be completed, including the total value of all of the projects, and that Paragraph 2 explains the dollar amounts the state contributes towards the projects. On the ballot will be both a State of New Jersey referendum question and a West Windsor-Plainsboro School District referendum. Dr. Aderhold clarified the locations of each of these question on the ballot.

The Board engaged Dr. Aderhold in a discussion regarding items covered in the referendum presentation. The conversation included the cost of the dance studios and culinary arts classrooms, future referendum votes by the Board, construction occurring while students are present, and project details on file with the state.

Mr. Fleres thanked Dr. Aderhold for his presentation.

PUBLIC COMMENT

Five people spoke in regards to the following topics: Policy 2551 and supplying instruments for students enrolled in music programs; supplementary programs for writing instruction; the Board's approval, over the summer, to use Class III officers; an email circulated by a Board member; and the referendum.

COMMITTEE REPORTS

Administration & Facilities Committee

The Administration & Facilities Committee met on October 16, 2018 and reviewed the 2020-2021 Academic School Calendar, which was previously reviewed by the Superintendent's Advisory Council (SAC). An updated version of the proposed calendar will be created and reviewed. The Superintendent provided the Committee with a brief update on referendum presentations and shared a brief overview of the

“West Windsor Fair Share” housing agreement, which is expected to increase the WW-P student population by approximately 3500 students. The Superintendent also informed the Committee that the Township Planner has asked that the school district update the information in the “Master Plan.” Mr. Earle updated the Committee on district security. Technology upgrades are scheduled to begin on October 22, 2018. Millennium and Matrix began installation at High School South and Wicoff and are scheduled to complete both schools within 2 weeks. The testing of intercoms and speakers were scheduled for October 16, 2018. Matrix and Millennium have informed the tech staff that the anticipated timeline to complete all schools is 12 weeks. At the conclusion of installation in each school, staff will be trained on how to use the new desk phones and will be updated on the locations of cameras and strobes. The Committee reviewed the first reading of the following policies: P8550 Unpaid Meal Charges – Outstanding Food Charges, a policy the district doesn’t currently have; P8505 Local Wellness Policy, to include the Healthy Hungry-Free Kids Act of 2010 and the addition of a School Wellness Policy Coordinator; and policies 1121, 1122, and 4420 Benefits Covering Non-Affiliated Policies which need to be updated to include some additional job titles. Mr. Earle informed the Committee that the Facilities Use policy will be updated to include security officers as a selection for vendors to choose for service. Currently security officers cannot be selected to support district or non-district events in WWPRSD buildings. The Committee agreed that security should be added as a selection on the “Facilities Use” form. The Committee received updates on current issues involving special education. A draft of the new form “Documentation of the Use of Restraint / Seclusion” was presented to the Committee. The document will be used by all staff members who are involved in physical restraint procedures throughout the district. In the event restraint procedures are outlined in an IEP, staff will follow procedures as stated in the IEP. Mr. Earle reviewed pricing information for Evacu-chairs in all buildings, which assist in the evacuation of mobility-impaired people. There are currently four of these chairs in the district, but the goal is to have one chair in each school. The Committee reviewed two job description changes that will be presented at the November meeting. The first was a title change from “Guidance Counselor” to “School Counselor” which is consistent with the state board of certification. The second is an update to the “Instructional Assistant” job description to include a wider range of duties. The Committee discussed the NJDOE requirement that districts submit the School Safety and Security Plan Review Statement of Assurance by November 30, 2018. The plan will be available at the next A&F meeting in November.

Curriculum Committee

The Curriculum Committee met on October 16, 2018 and reviewed the data from this past summer’s Option ii course and examined this year’s data in relation to 2014, 2015, 2016, and 2017. The pass rate for 2018 was 53%. The majority of Option ii courses continue to be in Math, Social Studies and Computer Science classes. The Committee discussed the possible addition of a new science course for the 2018-19 school year and recommends waiting to understand the impact of having added AP Environmental Science before adding an additional science course. The Committee discussed the Reading Recovery program as well as curriculum development processes for Math. The Committee recommends approval of the revised curricula for the course Creative Design and the course International Business and Culture. The Committee recommends the disposal of the following obsolete items in accordance with R7300.1: 397 books from the Town Center Elementary School Media Center and 889 books from the Maurice Hawk Media Center as the items are so worn and/or damaged as to preclude effective use and economical repair or restoration. The Committee recommends the submission of three 2019 STARTALK grant applications: 1) Hindi/Urdu Summer Immersion Camp for Grades 3-5, 2) Hindi/Urdu Summer Immersion Camp for Grades 6-12, and 3) Pre- Kindergarten Mandarin Jumpstart Program. The Committee recommends approval of the following: Jennifer W. Lempp to provide a one-day on-site training for 3rd grade teachers of mathematics entitled “Math Workshop Model” in February 2019, the use of EdGems mathematical educational resources for Grades 4-7 for the 2018-2019 school year, Gaggle Safety Management System for the 2018-2019 school year, and several overnight field trips.

Finance Committee

The Finance Committee met on October 16, 2018. Staff updated the Committee on the status of the audit. Scott Clelland from Wiss and Co. will attend the November 13th Committee meeting to review the report and answer questions. We are awaiting numbers from the State to complete the 2017-2018 CAFR, so the report will not be ready for board approval in November and may not be ready for December. The Committee reviewed and supports the agenda items for the October 30, 2018 Board meeting. The Committee reviewed the M1 and Comprehensive Maintenance Plan due to the state by November 15. Administration shared with the Committee that the district is still waiting on the final reports from the State regarding the energy audit. Administration shared with the Committee that the building committees have started working toward certification and we are still trying to get a grant submittal together for the first round of grants this school year. Administration shared with the Committee the Food Services Director's review of WW-P food service operations for September 2018. The bids have been received for the routes vacated by Phoenix (Phoenix was awarded a number of bus contracts in the spring and went out of business in August). Currently, the routes are operating under a quote. On first estimate, it appears the rates received in the bids are lower than what we were paying under the quotes, but higher than what we were paying Phoenix. The district is working with a parent regarding a private school route. The district is working on a Request for Proposal (RFP) for a Construction Manager (CM) of Record and for a Construction Manager for possible referendum projects. The Committee discussed the referendum, including presentation, timing of a mailer and communication with the public. Administration updated the committee on the status of current construction projects. The project at Hawk is behind schedule due to the rain. Administration meets weekly with the Architect and contractors to discuss planning. The labor union has not been on site lately to protest the use of nonunion workers by one of the subcontractors. Administration shared with the Committee that the implementation of the communication and emergency notification system began. Equipment is being delivered and site surveys are taking place. Installation should start in several weeks and is expected to take about six months. Teachers have expressed enthusiasm about the equipment installation, in particular, the classroom telephones.

Dr. Russo commented on the bus route bid results.

ADMINISTRATION

Item 4 was postponed to the next meeting.

Upon motion by Mr. Whitfield, seconded by Mr. Cheng, followed by a discussion regarding item 3, and by roll call vote with all Board members present voting yes, the following board actions were approved:

Harassment, Intimidation, and Bullying

1. Review 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 30, 2018, for the following case numbers: GMS102318002; CMS032018; CMS042018; CMS052018; CMS062018; GMS100518001; GMS101618001; HSN100818001; HSN101718001; HSN101718002; HSN102318001; HSS092718001.
2. 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 9, 2018, for the following case numbers: CMS012018; CMS022018; HSN092118001; HSN100118001; HSS092018001; HSS092118001; MRS092518001; MRS092818001; TCE092818001; VES092518001; and VES092818002.