



## West Windsor-Plainsboro Board of Education

Board Curriculum Committee Meeting

Central Office Conference Room

July 5, 2011 10:00 AM

### Summary Notes

**BOE Attendance:**

Chair – Richard Kaye

Rachelle Feldman Hurwitz

Dana Krug

**Administrative Liaison:**

David Aderhold

Victoria Kniewel

**Guests:**

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### **DISCUSSION (●) / DECISION (\*)**

**I. CLOSED SESSION – Personnel Discussion**

**II. (●) Program Review Update**

The committee will revisit the status of the program reviews at a subsequent meeting. The Social Studies Program Review should be prepared to present at either a September or October BOE meeting. The Special Education Review has been delayed with the transition to a new supervisory model and the availability of our external consultant. The internal committee will continue to complete their review over the summer and expect to work with the external consultant on recommendations in the early fall. A request for proposal must be created and posted for Language Arts as this review was not successful in launching during the 2010 – 2011 school year. Furthermore, it is anticipated that a review of the Music and Language Arts Departments begin during the 2011 – 2012 school year.

**III. (●) Grade Point Status of Students Involved in Major Co-Curricular Activities**

The committee has asked that the administration investigate the status of students below a 2.0 grade point average. Before we move to policy the committee has asked that we fully understand the present state of affairs for student in all major co-curricular activities.

a. What number in major co-curricular activities that meet regularly?

b. What process/procedures currently exist in the high schools to support improved academic achievement for all students with a G.P.A. of 2.0 and below?

c. The development of a formal plan is requested if none exists: who, what, when, assessment of success, etc.

**IV. (●) Field Trips Costs – Music, Athletics, World Language, Other**

This agenda item will be discussed at a future committee meeting.

**V. (\*) Consultants – Startalk Grant Hindi Summer Program**

The committee recommends approval of the following consultants for services provided to 80 students from July 11, 2011 to July 22, 2011 in relation to, and funded by, the Startalk Hindi/Urdu Summer Program:

Rajni Bhargava – Program Director & Curriculum Development Specialist

Nusrat Sohail – Co-Director & Curriculum Development Specialist

Bindeshwari Aggarwal, Milind Ranade, Neeta Yagnik, Humeira Rahman, Javed Khan, Shagufta Khan, – Instructors

Shanti Jain and Gargi Bajaj, Saima Chaudhry – Teaching Assistants

Scott Safir – Program Coordinator

Doa Rahman, Eman Chaudhry, Julia Meyers – Junior Assistant/Activity Leader

Kanupriya Bhargava - Videographer

Rosanne Zeppieri - Stipend for Lead Instructor (Personnel Item)

## VI. (\*) Grants

The committee reviewed the 2010 – 2011 submission of NCLB funds in anticipation of the 2011 – 2012 allocation. Should the funds be submitted prior to the next committee meeting the administration will request the full BOE to vote to submit the entitlement grant. The BOE acceptance of the grant is required prior to the submission of the NCLB plan to the NJ Department of Education.

To submit the entitlement grant of **\$359,332** for the “No Child Left Behind Act” Consolidated formula sub-grant from the State of New Jersey (formerly the IASA), for the Fiscal Year 2012.

Title I Total	<b>\$165,121</b>
Title II Part A	<b>\$131,065</b>
Title III	<b>\$ 62,813</b>

## VII. (●) District Goals 2011-2012

The curriculum committee sees the 2011 – 2012 school year as a time to institutionalize and refine the implementation plans for the programs/goals we have undertaken during the 2010 – 2011 school year. The committee recommended the following areas of focus for the district goals:

Strategic Goal 3 – Expand utilization of technology. Provide access to coaches/advisors so they are aware of student grades – 2.0 and below.

Strategic Goal 4 – Continually review, evaluate, revise curriculum, etc. Completion of Social Studies, Language Arts//English, Special Services/Education.

Strategic Goal 4 – 21<sup>st</sup> Century Competencies. Continue the development of work started in the Eighth Grade Assessment. Continue to utilize rubrics and assessment opportunities as we work to actualize the 21<sup>st</sup> Century Competencies in the format developed during the 2010 – 2011 school year.

Strategic Goal 4 – Continually create, review, evaluate, and revise internal common assessments.

Strategic Goal 4 – Continue to improve two-way communication between the school board and community.

Strategic Goal 5 – Develop district wide infrastructure for hiring, developing and implementing WW-P Framework for Professional Practice for all staff (evaluations). Develop frameworks for secretarial and any other group not completed thus far.

## VIII. (●) Effective Educators for New Jersey Grant

Dr. Kniewel shared with the committee that the administration has submitted a letter of intent acknowledging to the district’s intention to apply for the grant.

**Next Meeting Date: Monday, August 1, 2011 10:00am**

### Future Topics

Exceptionality Update

Professional Development

Special Services Program Review Presentation

Amend the FY10 NCLB Application

Field Trip Approvals

Field Trip Costs



## West Windsor-Plainsboro Board of Education

Board Curriculum Committee Meeting

Central Office Conference Room

July 5, 2011 10:00 AM

**Confidential**

### Closed Session Summary Notes

**BOE Attendance:**

Chair – Richard Kaye

Rachelle Feldman Hurwitz

Dana Krug

**Administrative Liaison:**

David Aderhold

Victoria Kniewel

**Guests:**

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**DISCUSSION (●) / DECISION (\*)**

**I. CLOSED SESSION – Personnel Discussion**

**Assistant Superintendent Search:**

Dr. Kniewel shared that the administrative team is currently screening applicants for the Assistant Superintendent of Curriculum and Instruction. Once a candidate pool is established phone screenings will take place prior to first round interviews.

**Math and Language Arts Supervisors:**

Dr. Aderhold informed the committee that two finalists for each position were being brought forward to a 2<sup>nd</sup> round interview committee on Wednesday July 6<sup>th</sup>. Denise Mengani and Brian Stevens have spearheaded this process. Dr. Kniewel will conduct a third and final interview with recommended finalists. It is anticipated that a finalist for each position be brought forward at the July 26<sup>th</sup> Board of Education meeting.

**Gifted & Talented:**

In order to further develop the Gifted and Talented program the administration is recommending a budget neutral staffing shift. Last year the district moved from a K-3 Specialist for Gifted and Talented to a K-12 focus under the direction and leadership of Joan Ruddiman. In order to continue her work at the 4 – 5 level it is recommended that we repost the K – 3 Specialist position. This was part of the original plan that was discussed at the Curriculum Committee during the 2009 – 2010 school year. In order to achieve this staffing move without increasing staff it is proposed that we shift the Teacher Resource Specialist at the 4 – 5 level of literacy. By eliminating these two positions (Millstone River and Village) and creating a Teacher Resource Specialist at the 4 – 8 level for Literacy we can achieve a greater alignment for both Gifted and Talented as well as providing support for Literacy.

**K-12 Supervisor of Instructional Technology:**

The administration proposed a staffing shift that would provide for a growth administrative position while subsequently reducing one of the four 12 month technology specialists. The salary differential between a 12 month technology resource specialist and a step one supervisor is approximately \$10,000. The committee discussed potential concerns with the addition of an administrator and the increased expense. It was discussed that the salary breakage of retirees or the currently unfilled and open supervisor positions could be utilized to offset the differential in salary.

The position would be utilized to oversee the district's initiative toward the utilization of Performance Matters as well as overseeing the implementation and placement of common assessments into this student data management system. As data is utilized to drive instruction there will be a greater need to coordinate the staff's understanding of utilizing instructional software systems and strategies in driving instruction. Furthermore, this position could be used to offset between 30 – 40 staff evaluations.



## West Windsor-Plainsboro Board of Education

Board Curriculum Committee Meeting

Central Office Conference Room

July 5, 2011 10:00 AM

**Confidential**

### Closed Session Summary Notes

**BOE Attendance:**

Chair – Richard Kaye

Rachelle Feldman Hurwitz

Dana Krug

**Administrative Liaison:**

David Aderhold

Victoria Kniewel

**Guests:**

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**K-12 Supervisor of Instructional Technology:**

The administration proposed a staffing shift that would provide for a growth administrative position while subsequently reducing one of the four 12 month technology specialists. The salary differential between a 12 month technology resource specialist and a step one supervisor is approximately \$10,000. The committee discussed potential concerns with the addition of an administrator and the increased expense. It was discussed that the salary breakage of retirees or the currently unfilled and open supervisor positions could be utilized to offset the differential in salary.

The position would be utilized to oversee the district's initiative toward the utilization of Performance Matters as well as overseeing the implementation and placement of common assessments into this student data management system. As data is utilized to drive instruction there will be a greater need to coordinate the staff's understanding of utilizing instructional software systems and strategies in driving instruction. Furthermore, this position could be used to offset between 30 – 40 staff evaluations.



**West Windsor-Plainsboro Board of Education**  
Board Curriculum Committee Meeting  
Central Office Conference Room  
August 1, 2011 10:00 AM

**Summary Notes**

**BOE Attendance:**

Chair – Richard Kaye  
Rachelle Feldman Hurwitz  
Dana Krug

**Administrative Liaison:**

David Aderhold  
Victoria Kniewel

**Guests:**

Joan Ruddiman

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**DISCUSSION (●) / DECISION (\*)**

**I. (●) Exceptionality Update**

Dr. Joan Ruddiman provided the Curriculum Committee with an update and overview of the Gifted and Talented program. The presentation provided an overview of giftedness and gifted behavior. The committee discussed meeting the needs of gifted learners with programming rather than a specific program. Dr. Ruddiman discussed the identification and characteristics of gifted learners. She also discussed the subtle shifts that are occurring within the GT program that include the following: identification by multiple measures, less test driven, identification that is ongoing throughout K-high school, consideration given to gifted behavior rather than giftedness, avoidance of labels, support of intrinsic needs and attention to programming rather than program.

Dr. Ruddiman will update the district website with Gerri Hutner to reflect the updated G&T program.

**II. (●) Title I Plan**

The NCLB Allocation has been postponed by the NJ Department of Education. As soon as the 2011 – 2012 allocation is released the Curriculum Committee and BOE will be notified. The district has been tentatively notified that we should expect approximately 85% of our 2010 – 2011 allocation. In addition, the committee discussed the possibility of discontinuing the district's affiliation with DVMSAC. The Delaware Valley Minority Student Advisory Council provides training opportunities for staff members throughout the year. The cost of our affiliation is approximately \$15,000. During the past year the number of staff members attending trainings diminished calling us to question the value of our participation.

**III. (●) District Professional Development**

The committee briefly discussed the Administrative Retreat – August 16, 17, 18, 2011, the New Teacher Orientation – August 29, 30, 31, 2011, and the District Opening Professional Development Day - September 1, 2011. The district will hold workshops throughout the day focused on district competencies and the frameworks for instructional practice. There will be additional time needed for presentations by teacher trainers at approximately 240 hours (40 teachers at 6 hours) which will be placed on the August 23 personnel agenda. In addition, Dr. Lorraine Moore, a consultant, will provide an in-service workshop for instructional assistants on September 1, 2011 at a cost of \$400.

#### **IV. (●) Override Process**

Lee McDonald was invited to discuss the Override Process with the Curriculum Committee. He shared that HSS had 940 override requests and HSN had 905 override requests for the 2011 – 2012 school year. Additionally, he shared the course recommendation waiver form that was utilized for the 2011 – 2012 school year. In discussion, the curriculum committee discussed the need to establish set criteria with an appeal process that would be required to override each high school course.

As a next step in the process for investigating the success of students that have overridden a course, Mr. McDonald will begin to track the more than 1800 overrides during the 1<sup>st</sup> and 2<sup>nd</sup> quarter in an effort to determine to evaluate student's success in course in which they override. Dr. Aderhold will meet with subject area supervisors and begin discussions on the creation of prerequisite criteria for entrance into each class.

#### **V. (\*) Overnight Field Trips**

The below field trips are tentative as of the August 1<sup>st</sup> Curriculum Committee. These dates will be further reviewed to ensure consistency between both high schools:

##### High School North

1. To approve an overnight field trip for High School North Model Congress to Princeton University, Princeton, New Jersey, from November 17, 2011, to November 20, 2011. The cost of the trip is approximately \$350 per student.
2. To approve an overnight field trip for High School North Junior Statesmen of America to Parsippany, New Jersey, from November 20, 2011, to November 21, 2011. The cost of the trip is approximately \$200 per student.
3. To approve an overnight field trip for High School North Model United Nations to Princeton University, Princeton, New Jersey, from December 1, 2011, to December 4, 2011. The cost of the trip is approximately \$270 per student.
4. To approve an overnight field trip for High School North Model Congress to Yale University, New Haven, Connecticut, from December 1, 2011, to December 4, 2011. The cost of the trip is approximately \$300 per student.
5. To approve an overnight field trip for High School North Model United Nations to the Ivy League Conference, University of Pennsylvania, Philadelphia, Pennsylvania, from January 26, 2012, to January 29, 2012. The cost of the trip is approximately \$300 per student.
6. To approve an overnight field trip for High School North Junior Statesmen of America to Washington, D.C., from February 11, 2012, to February 13, 2012. The cost of the trip is approximately \$350 per student.
7. To approve an overnight field trip for High School North Model United Nations to Boston, Massachusetts, from February 23, 2012, to February 26, 2012. The cost of the trip is approximately \$350 per student.

8. To approve an overnight field trip for High School North Senior Class to Disney World, Orlando, Florida, from March 8, 2012, to March 12, 2012. The cost of the trip is approximately \$1,000 per student.
9. To approve an overnight field trip for High School North Washington Seminar to Washington, D.C., from March 20, 2012, to March 24, 2012. The cost of the trip is approximately \$750 per student.
10. To approve an overnight field trip for High School North Model Congress to the University of Pennsylvania, Philadelphia, Pennsylvania, from March 29, 2012, to April 1, 2012. The cost of the trip is approximately \$300 per student.
11. To approve an overnight field trip for High School North Model Congress to Rutgers University, New Brunswick, New Jersey, from April 12, 2012, to April 14, 2012. The cost of the trip is approximately \$300 per student.

High School South Proposed (Dates of trip to be updated prior to 8/23 agenda)

1. To approve an overnight field trip for High School South Model United Nations to Rutgers University, New Brunswick, New Jersey, from November 10, 2010, to November 13, 2011. The cost of the trip is approximately \$325 per student.
2. To approve an overnight field trip for High School South Model United Nations to Princeton University, Princeton, New Jersey, from December 1, 2010, to December 4, 2011. The cost of the trip is approximately \$325 per student.
4. To approve an overnight field trip for High School South Model United Nations to the University of Pennsylvania, Philadelphia, Pennsylvania, from January 26, 2011, to January 29, 2011. The cost of the trip is approximately \$325 per student.
7. To approve an overnight field trip for High School South Model United Nations to Georgetown University, Washington, D.C., from February 16, 2011, to February 19, 2012. The cost of the trip is approximately \$325 per student.
8. To approve an overnight field trip for High School South Model United Nations to Cornell University, Ithaca, New York, from March 2, 2012, to March 5, 2012. The cost of the trip is approximately \$325 per student.
10. To approve an overnight field trip for High School South Washington Seminar to Washington, D.C., from March 20, 2012, to March 24, 2012. The cost of the trip is approximately \$750 per student.
11. To approve an overnight field trip for High School South Senior Class Trip to Disney World, Orlando, Florida, from March 16, 2011, to March 20, 2011. The cost of the trip is approximately \$1,075 per student.
12. To approve an overnight field trip for High School South Model United Nations to George Washington University, Washington, D.C., from March 23, 2011, to March 27, 2011. The cost of the trip is approximately \$325 per student.

Community Middle School

1. To approve an overnight field trip for Community Middle School 6<sup>th</sup> grade Outdoor Education to Camp Canadensis, Canadensis, PA, from June 6, 2012 – June 8, 2012. The cost of the trip is approximately \$225 per student.

Next Meeting Date: Monday, September 12, 2011, 10:00am.

Future Topics

Amend the FY10 NCLB Application  
Special Services Program Review Presentation  
Program Review Updates  
Field Trips





**West Windsor-Plainsboro Board of Education**  
Board Curriculum Committee Meeting  
Central Office Conference Room  
September 12, 2011 10:00 AM

**Summary Notes**

**BOE Attendance:**

Chair – Richard Kaye  
Rachelle Feldman Hurwitz  
Dana Krug

**Administrative Liaison:**

David Aderhold  
Victoria Kniewel

**Guests:**

Lee McDonald

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**DISCUSSION (●) / DECISION (\*)**

**I. (●) Curriculum Committee Schedule**

The Curriculum Committee will continue to meet on the first Monday of the month until the new Assistant Superintendent of Curriculum and Instruction begins. The meeting schedule was established for October 3<sup>rd</sup>, November 7<sup>th</sup> and December 5<sup>th</sup> at 10am.

**II. (●) Professional Development Day Overview**

Dr. Kniewel and Dr. Aderhold reviewed the opening professional development day activities with the committee. The day was received positively from administrators and teaching staff alike. Presentations to staff were done in a collaborative manner with both an administrator and a teaching co-presenter. Administrators led the groups of staff members they are responsible for evaluating as a way of strengthening a continuing professional relationship. The district focus was and will continue to be the relationship of the district vision, 21<sup>st</sup> century skills, instruction and assessment and the framework to evaluate instructional practices.

**III. (●) ACTFL Melba D. Woodruff Award for Exemplary Elementary Foreign Language Programs**

The committee recognized Carol Meulener, Rosanne Zeppieri and the World Language Department for their recent award from the American Council on the Teaching of Foreign Language for Exemplary Elementary Foreign Language Programs.

**IV. (●) Program Review Updates**

Dr. Aderhold informed the committee that the Social Studies and Special Education Program reviews will reconvene with the internal district teams to conclude their review of their respective programs. Once the internal teams have concluded their review they will then work with the external consultants responsible for the reviews to discuss findings and build a collaborative action plan.

**V. (●) Title I**

The Title I plan will be submitted by September 23<sup>rd</sup> for the review of the County Office. During the 2011 – 2012 school year Town Center, Wicoff, Millstone River, Community Middle School and High School North have been identified as Title I buildings.

**VI. (●) NAEP**

The National Assessment of Educational Progress (NAEP) is the largest nationally representative and continuing assessment of what America's students know and can do in various subject areas. Assessments are conducted periodically in mathematics, reading, science, writing, the arts, civics, economics, geography, and U.S. history.

Since NAEP assessments are administered uniformly using the same sets of test booklets across the nation, NAEP results serve as a common metric for all states and selected urban districts. The assessment stays essentially the same from year to year, with only carefully documented changes. This permits NAEP to provide a clear picture of student academic progress over time.

High School North and Village Elementary School have been selected to administer the NAEP during the 2011 – 2012 school year.

**VII. (●) Renzulli Learning for 1<sup>st</sup> Grade**

The Curriculum Committee discussed and approved the implementation of Renzulli Learning in 1<sup>st</sup> grade throughout the district.

**VIII. (●) Millstone River Elementary School and Financial Literacy Program**

The committee discussed a request for the implementation of a pilot program at Millstone River Elementary School in financial literacy. The merits of the recommended program will be further investigated prior to the approval and implementation of the program.

**IX. (●) AYP Results**

The committee held a preliminary discussion of the results of district test scores from the 2010 – 2011 school year. The committee will further discuss test results at the October meeting. In addition, a presentation on district test scores will occur at a future Board of Education meeting for the full Board of Education.

**X. (\*) Grants**

The committee recommends the submission of the entitlement grant of \$354,425 for the “No Child Left Behind Act” Consolidated formula sub-grant from the State of New Jersey (formerly the IASA), for the Fiscal Year 2012, as follows:

Title I Part A Total	\$ 186,534
Title II Part A	\$ 117,141
Title III	\$ 50,750

**XI. (\*) Travel**

The committee recommends board approval for the request for the two program directors of the STARTALK Hindi/Urdu Immersion Camp to attend the 2011 Post-Program Network for Program Excellence meeting in Atlanta Georgia in October 2011. As the district is the manager of the grant funds, the Board of Education must approve the presentation of STARTALK faculty at the conference.

**XII. (\*) Overnight Field Trips**

The Curriculum Committee completed a preliminary review of several overnight field trips that will occur during the 2011 – 2012 school. The committee requested clarification regarding several trips. The questions brought forward will be discussed at the October Curriculum Committee meeting and subsequently moved forward on the October Board of Education agenda.

## High School South

1. Model United Nations to Rutgers University, New Brunswick, New Jersey, from November 10, 2011, to November 13, 2011. The cost of the trip is approximately \$325 per student.
2. Model United Nations to the University of Pennsylvania, Philadelphia, Pennsylvania, from January 26, 2012, to January 29, 2012. The cost of the trip is approximately \$325 per student.
3. Model United Nations to Georgetown University, Washington, D.C., from February 16, 2011, to February 19, 2012. The cost of the trip is approximately \$325 per student.
4. Model United Nations to Cornell University, Ithaca, New York, from March 7, 2012, to March 10, 2012. The cost of the trip is approximately \$325 per student.
5. Washington Seminar to Washington, D.C., from March 13, 2012, to March 17, 2012. The cost of the trip is approximately \$750 per student.

## Middle Schools

1. Grover Middle School and Community Middle School German Students to Washington, D.C. from April 27, 2012, to April 28, 2012. The cost of the trip is approximately \$275 per student.
2. Grover Middle School students to Music Festival Showcase, Williamsburg, Virginia, from May 4, 2012, to May 6, 2012. The cost of the trip is approximately \$375 per student.
3. Grover Middle School Grade 6 Outdoor Education to Timber Tops Camp, Greeley, PA, from June 4, 2012, to June 8, 2012. The cost of the trip is approximately \$250 per student.
4. Community Middle School Grade 6 Outdoor Education to Camp Canadensis, Canadensis, PA, from June 6, 2012, to June 8, 2012. The cost of the trip is approximately \$225 per student.

### **XIII. (●) Naviance**

Mr. McDonald, the Director of Guidance, was invited to discuss the renewal of the Naviance software license. Mr. McDonald presented information that reviewed the strength of three different vendors. The Curriculum Committee was in full support of recommending Naviance to continue as the district's software provider for career and college planning.

Next Meeting Date: October 3, 2011 at 10:00 a.m.

#### Future Topics:

Program Review Updates (Social Studies, Language Arts, Special Education)



**West Windsor-Plainsboro Board of Education**  
Board Curriculum Committee Meeting  
Central Office  
October 3, 2011 10:00 AM

**Summary Notes**

**BOE Attendance:**

Chair – Richard Kaye

Rachelle Feldman Hurwitz

Dana Krug

**Administrative Liaison:**

David Aderhold

Victoria Kniewel

**Guests:**

Gerard Dalton

Dennis Lepold

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**DISCUSSION (●) / DECISION (\*)**

**I. (●) Middle Level Programming - Dennis Lepold & Gerard Dalton**

Mr. Leopold and Mr. Dalton were invited to discuss the entrance criteria for middle level mathematic honors classes. At both Grover and Community Middle Schools students must meet an established course criterion and receive their teacher's recommendation in order to be recommended for honor's placement in mathematics. Both Mr. Dalton and Mr. Lepold believe that the middle level represents a time in which students should be provided the opportunity to attempt entrance into honors classes. As a result they sought the permission of the curriculum committee to establish new criteria that will be utilized for students to gain entrance into honors. Furthermore, both principals believe that by establishing common criteria, de-emphasizing teacher recommendations and empowering student selection that the students will benefit and take greater responsibility for their academic success.

Mr. Lepold and Mr. Dalton also spoke with the committee about the Outdoor Education camping trips for 6<sup>th</sup> graders which will be held in June 2012. Both principals shared historical information about the evolution of the trip and their desire to review aspects of the programs moving forward. It was noted that the different in the size of the camps and their ability to accommodate all students impacted the contracts for both schools. Community Middle School contracts for a 3 day experience for all 6<sup>th</sup> graders at the same time. However, Grover Middle School has historically entered a contract with a different camp that can only accommodate ½ the 6<sup>th</sup> grade at a time. As a result, the trip is booked over 5 days with a mid day drop and pick up mid week.

**II. (●) Program of Studies**

The 2012 – 2013 high school program of studies was preliminarily discussed. Dr. Aderhold informed the committee of discussions with content supervisors and high school principals regarding the review honors and AP entrance criteria. Recommendations will be made at a subsequent Curriculum Committee meeting.

**III. (●) Program Review Updates**

Three program reviews were provided to the committee. The request for a consultant for the Language Arts program review was posted. At this time we have not received any applications.

The Social Studies program review is currently being completed. Mr. Lepold, Mr. McNamara, Mr. Wise, Ms. Buell and a committee of district staff have been working to complete the internal teams report. The committee is projecting completion in the late fall.

The internal team for the Special Education Department program review will be reconvening in mid-October to complete the work which began in February 2011. The committee is projecting completion of their review by December. Presentations to the curriculum committee and full BOE will follow.

#### **IV. (●) State Testing Update**

The committee briefly discussed district test scores from the 2010 – 2011 school year. A data presentation will be made at an upcoming Board of Education meeting.

#### **V. (\*) Renzulli Learning System**

The committee recommends the approval of a one-year site-license, from November 1, 2011 through October 31, 2012, with the Compass Learning Group to provide web-based differentiated instruction through the Renzulli Learning System for all K-3 students at a cost of \$12,000.

#### **VI. (\*) Professional Development**

With the utilization of No Child Left Behind Title II grant funds the curriculum committee recommends the approval of:

- The Reading and Writing Project Network training through Columbia University at a cost of approximately \$73,000. [The 2011-2012 contract covers consultant days and travel expenses].
- The Reading and Writing Project Network to provide 2011-2012 professional development services for administrators, according to state-mandated professional growth plans, at a cost not to exceed \$7,950.
- The Teachers College Reading and Writing Project to supply 75 tickets for the attendance by teachers and administrators to professional development workshops at Teachers College at Columbia University during the 2011-2012 school year, at a cost of \$3,750.
- To enter into a Memorandum of Understanding with the Foundation for Educational Administration (FEA) to provide mentoring management services for new administrators in the district at a cost of \$800 each. The district also agrees to reimbursement new administrators for the cost of their mentor at \$1,500 for the first year and \$1,000 for the second year.

#### **VII. (\*) Technology**

Also, with the utilization of No Child Left Behind Title II grant funds the curriculum committee recommends the approval of:

To approve a one-year agreement with Performance Matters to provide Performance Matters Accountability Edition™, a web-based integrated student assessment and

online testing system, at a cost of \$20,371.50 for the period October 1, 2011 through June 30, 2012. [Paid through 2012 No Child Left Behind Title II grant funds.]

### **VIII. (\*) Overnight Field Trips**

The Curriculum Committee has approved the recommendation of the following field trips:

#### High School South

1. Model United Nations to Rutgers University, New Brunswick, New Jersey, from November 10, 2011, to November 13, 2011. The cost of the trip is approximately \$325 per student.
2. Model United Nations to Princeton University, Princeton, New Jersey, from December 1, 2011, to December 4, 2011. The cost of the trip is approximately \$270 per student.
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4. Community Middle School Grade 6 Outdoor Education to Camp Canadensis, Canadensis, PA, from June 6, 2012, to June 8, 2012. The cost of the trip is approximately \$225 per student.

The committee has requested that the Administration and Facilities Committee review the field trip policy in an effort to review the process and protocols in which field trips arrive in front of the Curriculum Committee for approval.

Next Meeting Date: November 7, 2011 10:00am, Central Office



**West Windsor-Plainsboro Board of Education**  
Board Curriculum Committee Meeting  
Central Office  
November 1, 2011 1:00 PM

**Closed Session Summary Notes**

**BOE Attendance:**

Chair – Richard Kaye  
Rachelle Feldman Hurwitz  
Dana Krug

**Administrative Liaison:**

David Aderhold  
Victoria Kniewel

**Guests:**

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**DISCUSSION (●) / DECISION (\*)**

- I. **(●) High School Program of Studies** – The committee reviewed the recommendation from district administrators regarding the proposed entrance requirements for advanced placement and honors classes. The recommendations propose establishing criteria (1<sup>st</sup> and 2<sup>nd</sup> quarter average and midterm/benchmark assessment) as well any pre-requisite courses for entrance into advanced courses. Furthermore, the administration has proposed that if students only meet one of two established criteria that they are then eligible for an appeal. Appeal criteria have also been recommended for each course. The attached chart is for your review. Please send any questions and/or feedback to Dave Aderhold.

Semester/Average/Benchmark Averages Required:

College Prep to College Prep – 70%  
Honors to Honors – 80%  
College Prep to Honors – 85%  
Honors to AP -  
College Prep to AP – 90%

The High School Program of Studies will be discussed at a subsequent Board of Education meeting (December or January).

The committee further discussed the proposed resolution that will be discussed on Tuesday, November 8<sup>th</sup>. The committee provided some feedback for the consideration of the administration.



**West Windsor-Plainsboro Board of Education**  
Board Curriculum Committee Meeting  
Central Office  
November 1, 2011 1:00 PM

**Summary Notes**

**BOE Attendance:**

Chair – Richard Kaye  
Rachelle Feldman Hurwitz  
Dana Krug

**Administrative Liaison:**

David Aderhold  
Victoria Kniewel

**Guests:**

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**DISCUSSION (●) / DECISION (\*)**

- I. High School Program of Studies** – This item was discussed in closed session.
- II. Program Review Updates** – The RFP for the Language Arts Program Review has been closed with only one bidder. The bid was found to be out of the range of the proposed budget. As such it has been recommended that the RFP be re-released. The Internal Committee for both the Special Education and Social Studies Program Reviews are actively working toward the completion of their work. Both committees have multiple meetings scheduled through December to complete their findings.
- III. Second Language Model Programs Initiative** – Prior to her retirement, Ann Breitman, along with Lyn Grodnick, ESL Teacher at HSS, submitted an application for our district's ESL program to be considered a model program by the NJDOE. The DOE has reviewed the application and has accepted our program for consideration as a model program. A site visit will be scheduled in the upcoming weeks for further consideration.
- IV. National Conference Field Trips** – During the defeated budget process, the district removed the \$150 contribution toward student competitions. The committee briefly discussed the elimination of those funds as several clubs and activities have made requests for funding.
- V. French 3 Honors** – Carol Meulener has proposed the addition of French 3 Honors. This request is based on the growing number of students in French that have demonstrated a mastery of French 2 materials. The current French 2 students have been surveyed about their interest. Approximately 65% of students surveyed stated they would want to pursue a more challenging language opportunity. There is no anticipated increase in sections as the same pool of students would be split amongst two offerings (honors and college preparatory).
- VI. Student Information System**  
The committee recommends the renewal of the annual subscription with Custom Computer Specialists, Inc., for the Infinite Campus District Edition student information data system software license and support from December 1, 2011, to November 30, 2012, in the amount of \$120,869.45, based upon enrollment. [There is no change in the per-student subscription cost.]
- VII. STARTALK Grant Application**  
The committee recommends the approval to submit the 2012 STARTALK grant application for Hindi/Urdu Summer Immersion Camp in the amount of \$99,250. [West Windsor-Plainsboro will serve as lead agency].



## VIII. Grants

### NJVMA

The committee recommends the acceptance of the New Jersey Veterinary Medical Association's "Taking Care of Your Community by Taking Care of Your Pets" classroom teaching grant in the amount of \$500 to introduce the idea of responsible pet ownership.

### NCLB

The committee recommends amending the application for the Fiscal Year 2011 "No Child Left Behind" Consolidated formula sub-grant from the State of New Jersey (formerly the IASA), originally submitted on July 27, 2010, to include prior year carryover as follows:

Title IA	\$ 179,892
Title IIA	\$ 139,992
Title IID	\$ 331
Title III	\$ 71,474
Title IV	\$ 3,610

## IX. Professional Development

The committee recommends the approval of the following:

- a) The attendance of two Advanced Placement French teachers at a College Board Advanced Placement French Language professional development workshop during the 2011-2012 school year at a cost not to exceed \$205 per person plus travel; this is required training.
- b) The attendance of one Advanced Placement German teachers at a College Board Advanced Placement German Language professional development workshop in Brooklyn, New York, on November 8, 2011, at a cost not to exceed \$205 per person plus travel; this is required training.
- c) The attendance of the district network administrator at a five-day hands-on Cisco Unified Computing System (UCS) deployment course in Boston, Massachusetts from December 4, 2011, through December 10, 2011, at a cost not to exceed \$5,254 including travel. [Contingent upon the approval of the Executive County Superintendent.]
- d) IDE to provide new teacher training at various dates throughout the 2011-2012 school year at a cost of \$4,120. [Paid through NCLB Title II funds.]

## X. (\*) Overnight Field Trips High School North

The committee recommends the approval of the following overnight field trips:

- a) High School North Model United Nations to Cornell University, Ithaca, New York, from March 7, 2012, to March 10, 2012. The cost of the trip is approximately \$325 per student.
- b) High School North Special Olympics to Wildwood, New Jersey, from March 31, 2012, to April 1, 2012. There is no cost for this trip.
- c) High School North Model United Nations to John Hopkins University, Baltimore, Maryland, from February 9 2012, to February 12, 2012. The cost of the trip is approximately \$350 per student.

The committee recommends to rescind the approval of the following overnight field trips:

- a) High School North Model United Nations to Rutgers University, New Brunswick, New Jersey, from November 10, 2011, to November 13, 2011. [Originally approved October 11, 2011.]
- b) High School North Junior Statesmen of America to Parsippany, New Jersey, from November 20, 2011, to November 21, 2011. [Originally approved August 23, 2011.]
- c) High School North Junior Statesmen of America to Washington, D.C., from February 11, 2012, to February 13, 2012. [Originally approved August 23, 2011.]
- d) High School North Model United Nations to Boston, Massachusetts, from February 23, 2012, to February 26, 2012. [Originally approved on August 23, 2011].

Next Meeting Date: **Monday, December 5, 2011 10:00am**

**Future Topics**

Program Review Updates (Social Studies, Language Arts, Special Education)

HS Program of Studies



**West Windsor-Plainsboro Board of Education**  
Board Curriculum Committee Meeting  
High School South Media Center Conference Room  
December 5, 2011 10:00 AM

**Summary Notes**

**BOE Attendance:**

Chair – Richard Kaye  
Rachelle Feldman Hurwitz  
Dana Krug

**Administrative Liaison:**

Martin Smith  
David Aderhold  
Victoria Kniewel

**Guests:**

Lee McDonald  
Melissa Levine  
John Enz

**Other Attendees:**

4 members of the public

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**DISCUSSION (●) / DECISION (\*)**

**I. (●) Overnight Field Trips**

- Melissa Levine and John Enz provided an overview of the proposed music department trip for HSN to Germany in November 2012. They provided a rationale for choosing Firebird Arts, they focus on the music experience part of the trip. Fundraising opportunities were reviewed. The committee requested that if any changes happen to the eligibility requirements that those changes would need to be reviewed by the curriculum committee. The committee will take this trip to the full board in January.
- Junior Statesmen of America and National History Day National Competitions could occur starting late spring and are dependent upon whether or not the groups are advanced to the national from the regional competitions. There is typically a very small window in which the board may approve these overnight field trips for national competitions. Therefore, the curriculum committee may receive e-mails of items that may need to be placed on the board agenda before a curriculum committee meeting. This item was discussed proactively as we are beginning competition season and our teams have met with success at the national and regional competition.

**II. (●) NJQSAC Update**

- **NJQSAC - Statement of Assurance Resolution**  
To recommend approval to submit the West Windsor-Plainsboro Regional School District Board of Education's NJQSAC Statement of Assurance for the 2011-2012 school year to the New Jersey Department of Education upon the recommendation of the Superintendent.

**III. (●) Program Review Updates**

- **Language Arts** – 2 RFPs were received by the deadline. The Language Arts Program Review Committee will review the RFPs and make a recommendation at the January Curriculum Committee Meeting. If a decision is made and agreed upon, the appointment will be on the January 10 Board Meeting Agenda.
- **Social Studies** – The external and internal reviews are complete. The two documents need to be merged into the official review document and reviewed by the curriculum committee.

- **Special Education** – The internal committee is continuing to meet in an effort of completing their internal review and drafting recommendations. Upon completion, the internal committee will then meet with the external consultant, Dr. Kamens to review her findings and her recommendations.
- **Music** – The process for music will begin in the spring.

**IV. (\*) Grant Acceptance**

- To recommend acceptance of the entitlement grant of \$354,425 for the “No Child Left Behind Act” Consolidated formula sub-grant from the State of New Jersey (formerly the IASA), for the Fiscal Year 2012. (Awaiting State approval before going to Board)

Title I	\$186,534
Title II Part A	\$117,141
Title III	\$ 50,750

**V. (\*) Future Curriculum Committee Dates:**

- The committee determined that the next meeting will be on January 3, 2012 at 10:00am

**VI. (●) HS Program of Studies**

- The committee reviewed a draft version of the Summary of the Proposed Course Selection Process for Entrance into Honors and AP Courses. Questions arose regarding data for A&E math; specifically regarding how many students receive a grade lower than a C in the class. The committee reached consensus on the criteria and recommend forwarding the Summary to the full Board of Education for their review and approval. A PTA/PTSA meeting will be held regarding the proposed entrance criteria on Tuesday 12/6 at Dutch Neck Elementary School at 10am and an open public forum will be held on 12/7 at High School South at 6pm in the auditorium. Middle school A&E Mathematics will be discussed at a future committee meeting.

Next Meeting Date: Tuesday, January 3, 2012

Future Topics  
Program Review Updates



**West Windsor-Plainsboro Board of Education**  
Board Curriculum Committee Meeting  
Central Office  
January 3, 2012 10:00 AM

**Summary Notes**

**BOE Attendance:**

Chair – Richard Kaye (via telephone)

Rachelle Feldman Hurwitz  
Dana Krug

**Administrative Liaison:**

Martin Smith

David Aderhold  
Victoria Kniewel – (absent)

**Guests:**

Lee McDonald

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**DISCUSSION (●) / DECISION (\*)**

**I. (\*) Program of Studies**

The Curriculum Committee reviewed the three substantive changes to this year's POS.

- a. The addition of French 3 Honors – this course addition was previously approved by the Board. It will not require additional staff; current teachers will be reallocated to staff the course.
- b. Beginning with the class of 2014 the State implemented a Financial Literacy graduation requirement. The three courses offered by the district that allow students to meet the requirement have been specified in the POS. There is also an option ii Educere course that students can take to fulfill the requirement.
- c. The revision of the course placement criteria as per the Summary Course Selection Process approved by the Board on December 13, 2011.

It was recommended that the identification of which courses meet the specific graduation requirements be made clearer. The Committee agreed that an additional form should be created and placed online for parents and students to review that is separate from the Program of Studies. Mr. McDonald stated he had an idea of how to do this and would work to develop this.

The Curriculum Committee recommends that the Board review the draft of the 2012-2013 High School Program of Studies at the January 10 meeting and move to adopt the Program of Studies at its January 24<sup>th</sup> meeting.

**II. (●) Program Review Updates**

- The Social Studies internal team is finalizing its report and will then work to develop a final summary report of recommendations that include both the internal and external report recommendations. The Committee wants to be sure the quality of ideas in the external review does not get lost in the merging of the two documents. The final recommendations should be ready within the next two months for presentation to the committee.

- The Special Services internal team is continuing its work to complete the internal review. With the retirement of a staff member the process has been slowed a bit. Once the internal report is complete, the team will review the external report in order to make final recommendations to the Board.

### III. (\*) **Language Arts Program Review Vendor Selection**

The Curriculum Committee reviewed the RFP process to choose an external consultant to conduct the Language Arts program review. The Curriculum Committee recommends that the Board approve the Public Consulting Group, Inc., to serve as the external consultant to the Language Arts program review at a cost not to exceed \$15,000.

### IV. (\*) **Professional Development**

The Committee stated that they feel these are wonderful opportunities for staff growth.

- The Curriculum Committee recommends approval for one AP teacher to attend a one-day Saturday AP English Language and Composition Workshop on March 3, 2012 at a cost of \$205 plus travel.
- The Curriculum Committee recommends approval for ten administrators to attend a three-day Association for Supervision and Curriculum Development (ASCD) conference in Philadelphia, Pennsylvania from March 24, 2012, to March 26, 2012 at a cost of \$259 per person plus mileage and tolls.

### V. (\*) **Community Education Spring/Summer 2012 Classes and Trips**

The Committee discussed the course offerings of the Community Education classes and trips. It was clarified that only courses that meet enrollment are actually offered. It was noted that some community members have expressed that they would like to see better marketing of these offerings.

- The Curriculum Committee recommends approval of the Community Education Spring & Summer 2012 course listing.

### VI. (\*) **Woodruff Award**

The Curriculum Committee is delighted to acknowledge and recommend acceptance by the Board of the \$500 award for the District being named the 2011 recipient of the ACTFL Melba D. Woodruff Award for Exemplary Elementary Foreign Language Programs. This honor attests to the district's outstanding program for elementary students and recognition by the language profession of our commitment to language education.

### VII. (\*) **Overnight Field Trip**

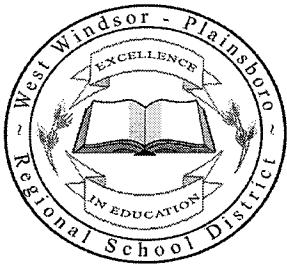
High School North

The Curriculum Committee recommends approval of an overnight field trip for HS North music students to Berlin, Germany, from November 6, 2012, to November 13, 2012. The cost of the trip is approximately \$2,115 per student.

Next Meeting Date: Monday, February 13, 2012

### Future Topics

The Committee would like updates on the program reviews (Social Studies, Language Arts and Special Services) and an update on district trends in testing data.



## Summary Notes

### BOE Attendance:

Chair – Richard Kaye

Rachelle Feldman Hurwitz -  
absent

Dana Krug

### Administrative Liaison:

Martin Smith

### Guests:

Dennis Lepold

Andrea Bean

## DISCUSSION (●) / DECISION (\*)

### **I. (\*) Middle School Elective**

To begin discussion of creating a new elective class for 6<sup>th</sup> grade.

Currently 6<sup>th</sup> grade students can elect band, choir, or orchestra. If a student does not elect one of these, the student is placed in study hall. This school year there are approximately 90 students at Community and 75 students at Grover in 6<sup>th</sup> grade study hall. These students also have flex period each day. In addition, at Grover, some students have a second study hall for 30 days during cycle. The Curriculum Committee discussed the creation of an additional elective focused on developing students presentation skills.

### **II. (\*) Middle School Math Placement Criteria**

To begin discussion of criteria and a review process for middle school Math placement that aligns with the high school course placement criteria adopted by the Board in December, 2011.

Currently, math placement in middle school is based on teacher recommendation and parental override. In order to make the placement of students more criteria-based and transparent it was discussed that criteria be adopted that align to the newly adopted high school criteria. During the discussion of sequencing of math courses, it was pointed out that students who are in Algebra in 8<sup>th</sup> grade continue on to Calculus Honors in high school.

### **III. (●) Princeton University Student**

Dr. Yarrow Dunham is a Research Scholar at Princeton University who studies Developmental Psychology. He is conducting a research study which involves understanding how children's thinking about groups relates to their moral reasoning.

He would like to conduct this research with children in the West Windsor-Plainsboro School District. He would need about 15 minutes with each student individually. The Curriculum Committee discussed the proposal and supports allowing students whose parents have consented to participate in the study.

#### **IV. (●) Professional Development Updates**

##### **Professional Development Day**

The Curriculum Committee reviewed the results from the Zoomerang survey that staff completed to evaluate the February 17<sup>th</sup> PD day. Over two-thirds of the staff completed the on-line survey. The results showed that staff felt positively about the day. The PD offered met felt needs and allowed staff to work with colleagues on common assessments. The Local Professional Development Committee (LPDC) reviewed these results. The LPDC discussed using these results and recommendations as a basis for planning future PD opportunities for staff. The LPDC is looking to provide sustained PD opportunities for staff that allow for continued professional growth that aligns with district goals and meets staff needs.

##### **Local Professional Development Plan**

The State released the information on how to update district plans in mid-February. These plans are due to the State by May 15<sup>th</sup>. The School-Based Professional Development Committees are reviewing their plans and will forward to the LPDC by April 20. The LPDC will then draft the district plan. This will be reviewed by the Curriculum Committee at its May 7<sup>th</sup> meeting.

#### **V. (●) Program Review Updates**

**Social Studies** – The internal team is drafting the Executive Summary with final recommendations. The internal and external reports with the final recommendations will be presented at the April 2 Curriculum Committee meeting. A formal presentation to the full Board is being planned for the April 24<sup>th</sup> Board meeting.

**Special Services** - The internal team is working to complete the internal report. They will then review the external report to develop the executive summary and final recommendations. The plan is to be ready to present to the Board in the next few months.

**Language Arts** – The internal team has been formed and begun to meet. They are in the process of developing surveys to be completed by parents, students, teachers and administrators.

#### **VI. (\*) Professional Development**

To recommend approval for additional professional development opportunities through the Teachers College Reading and Writing Project at Columbia University during the 2011-2012 school year, at a cost of \$750. {Workshops will be charged as per contract less the cost of the prepaid ticket; paid through 2012 No Child Left Behind Title II grant funds.]

The Curriculum Committee expressed support for this recommendation.



**VII. (\*) Professional Development Travel Approval**

To recommend approval for approximately 28 teachers to attend a free professional development workshop at Teachers College at Columbia University on Saturday, March 24, 2012 at a cost not to exceed \$475 for bus transportation to and from New York City, as approved by the Executive County Superintendent.

The Curriculum Committee expressed support for this recommendation.

**VIII. (\*) Grant**

To recommend submission of an application to the State of New Jersey, Department of Education, for the Race to the Top Phase 3 (RTTT3) grant program #12-RT01-A01, in the amount of \$14,856 for continued improvement of the teacher evaluation system.

The Curriculum Committee expressed support for this recommendation.

**IX. (\*) Field Trip**

To recommend approval for High School South Marching Band to YMCA Camp Fairview Lake, Newton, New Jersey, from August 24, 2012, to August 28, 2012. The cost of the trip is approximately \$250 per student.

The Curriculum Committee expressed support for this recommendation.

**X. (●) New Jersey Department of Education No Child Left Behind (NCLB) Waiver**

The Curriculum Committee reviewed the Acting Commissioner's letter outlining the States waiver from NCLB. The state will do away with AYP as conceptualized under NCLB and move towards providing district's with detailed performance data reports. The State will identify priority, focus and reward schools. The State will then provide supports to these identified schools. The district awaits further details from the State on this.

Next Meeting Date: Monday, April 2, 2012

Future Topics

Program Review Updates (Social Studies, Language Arts, Special Education)  
Achievement gap presentation



**West Windsor-Plainsboro Board of Education**  
Board Curriculum Committee Meeting  
Central Office  
May 7, 2012 10:00 AM

**SUMMARY NOTES**

**BOE Attendance:**

Chair – Richard Kaye  
Rachelle Feldman  
Dana Krug

**Administrative Liaison:**

Martin Smith  
David Aderhold

**Guests:**

Deborah Batchelor  
Samantha Tognela  
Michelle Kaish

**DISCUSSION (●) / DECISION (\*)**

**I. (●) Special Services Program Review**

David Aderhold, Deborah Batchelor and Samantha Tognello presented a summary of the processes and recommendations from both the Internal and External Special Services Program Reviews. The RFP for the external review was written by an outside consultant in the summer of 2010. The external review occurred between Winter 2010 and Spring 2011. Dr. Kamens submitted her 1<sup>st</sup> draft in August 2011 and her final report in February 2012. She presented this to the Internal team the week of May 1st. The Internal review was conducted during a time of retirements and long-term leaves in the special services department. The Internal review was conducted during Spring 2011 and Fall 2011/Winter 2012. Recently the internal report has been reviewed to create a consistent internal voice. The Executive Summary and Final Recommendations need to be drafted and reviewed by the Curriculum Committee. The external reviewer is not available until August. It is the belief of the CC that it would be best to have the public presentation at the opening of the school year in September when everyone is available. As the final recommendations are developed, the process needs to include full input of the community and allow for all stakeholders to understand and contribute to the process. The Internal team will develop a process to ensure proper vetting of the recommendations and procedures to continue input as recommendations are implemented. A discussion of how to identify and develop early intervention services occurred. The need for continued professional development and monitoring of the processes was identified. The Committee recommends that the Executive Summary include recommendations from both reviews and an accounting of the discrepancies between reviews and why a specific recommendation will or will not be followed. The Committee will be updated at a future CC meeting to provide input on the Executive Summary and Final Recommendations.

**II. (●) IEP Direct**

The CC received an update on the purchase of a system to better manage the IEP process. It will provide standardization to the process and allow for greater consistency in code compliance. The system is compatible with our Information Management System.

**(●) Title I Update**

David Aderhold informed the Committee on plans to use Title I funds to offer summer programs for identified at-risk students. The programs must provide services that are in addition to what the district already offers, the funds cannot be used to supplant already existing services. The program will allow the district to provide a summer bridge for learning to assist identified at-risk students in Title I K-5 schools.

**III. (●) Summer Reading Lists**

To recommend approval of the required 2012 Summer Reading lists for middle and high school students. The lists will be posted on the district web site right after the June 12, 2012 board meeting.

The Committee discussed ensuring that the process for reviewing summer reading by teachers is consistently implemented and checked in a way that is fair for students to demonstrate the work they did. The students need guidelines to focus their reading. The Curriculum Committee will review the revised lists at the June 4 CC meeting. The CC wants to be certain that all assigned summer work across all disciplines is meaningful, purposeful and consistent.

**IV. (\*) Local Professional Development Committee**

To recommend approval to submit of the Local Professional Development Committee District Plan.

The Curriculum Committee supports submission of the plan by the May 15 due date.

**V. (\*) Grant Amendment**

To recommend acceptance of the amended entitlement grant to \$397,843 for the Fiscal Year 2011 "No Child Left Behind" Consolidated formula sub-grant from the State of New Jersey (formerly the IASA), originally submitted on July 27, 2010, to include prior year carryover as follows:

Title I-A	\$ 180,091
Title II-A	\$ 139,992
Title II-D	\$ 330
Title III	\$ 71,474
Title IV	\$ 3,610

The Curriculum Committee supports acceptance of the amended grant.

**VI. (\*) Quest Summer Institute**

To recommend approval for two teachers to attend the 2-week Quest Summer Program at a cost of \$1,300 each, and three teachers to attend the 1-week Quest Summer Program at a cost of \$650 each, including supplies, materials, and stipends. The Curriculum Committee supports providing this opportunity for science instruction.

**VII. (\*) Professional Development**

- a) To recommend approval for three science teachers and two language arts teachers to attend Advanced Placement Institutes between July 1, 2012 and June 30, 2013 at a cost of \$850 per teacher, plus travel. [Advanced Placement Institutes are mandatory for teachers new to teaching AP course or for courses that have been re-designed.]
- b) To recommend approval for two world language teachers to attend Advanced Placement Spanish Literature Summer Institute at Fordham University from July 15, 2012, to July 20, 2012, at a cost of \$1,410 per teacher, plus travel. [Advanced Placement Institutes are mandatory for teachers new to teaching AP courses or for courses that have been re-designed. AP Spanish Literature is not being offered at a location in New Jersey.]

The Curriculum Committee supports approval of these PD Institutes.

**VIII. (\*) Travel Approval - Overnight Field Trip**

To recommend approval for the District to support the High School South Future Problem Solvers to the International FPS Competition at the University of Wisconsin by financially supporting one chaperone to accompany the team to LaCrosse, Wisconsin, at a cost not to exceed \$1,000.

The Curriculum Committee supports sponsoring the chaperone for this trip.

**IX. (\*) Science Kits**

To recommend approval to enter into an agreement with ECA Educational Services to provide science kit refurbishing services for the 2011-2012 school year.

The Curriculum Committee supports purchase of the kits.

**X. (●) Graduation Rate**

The Curriculum Committee reviewed the recently released graduation rates for High School North (96.05%) and High School South (98.05%). Across the State, the average dropped 9%, but rates remained stable in the district.

**XI. (●) Program Review Updates**

- The Social Studies Executive Summary and Final Recommendations will be presented at the May 22 PTSA President's Meeting. The monies for the mapping project have been budgeted in the Summer curriculum and professional development plans.
- The Language Arts External Reviewer was in during the week of April 23. She now has all the data in hand and has begun to review in order to develop the External report.

**XII. (●) 2012-2013 Professional Development and Curriculum Articulation Hours**

Necessary additional hours for professional development, testing, and curriculum articulation will be posted in May and appointments will be placed on future personnel agendas.

The Curriculum Committee supports posting of these projects.

**XIII. (●) Curriculum Committee Schedule for June 2012 through May 2013**

The following proposed dates for Curriculum Committee meetings take place on Mondays at 10am unless otherwise indicated:

<u>2012</u>	<u>2013</u>
June 25	January 7
August 6	February 4
September 4 (Tuesday)	March 4
October 8	April 8
November 5	May 6
December 4 (Tuesday)	

**The Curriculum Committee moved into Closed Session to discuss items with personnel implications.**

Next Meeting Date: June 4, 2012

Future Topics:

Program Review Updates (Social Studies, Language Arts, Special Education)  
New Teacher Professional Development for June 2012



## West Windsor-Plainsboro Board of Education

Board Curriculum Committee Meeting

Central Office Conference Room

June 25, 2012 10:00 AM

### SUMMARY NOTES

#### BOE Attendance:

Chair – Richard Kaye  
Rachelle Feldman Hurwitz  
Dana Krug  
Michele Kaish

#### Administrative Liaison:

Martin Smith  
David Aderhold  
Victoria Kniewel

#### Guests:

### DISCUSSION (●) / DECISION (\*)

#### I. (●) Update on World Languages Program Review

An Ad Hoc Committee will be formed to examine the world languages program. The Board President will appoint a member of the Board to serve on this committee. The committee will review program design as well as what languages are offered.

#### II. (●) Technology - Load Balancing

At the finance committee meeting on Tuesday, June 19<sup>th</sup>, the committee approved the purchase of 2 internet controllers. One controller will be placed at each high school to manage, monitor and control the district's internet connectivity. The installation of the controllers will allow the district to utilize lower cost internet connections and still maintain the highest level of reliability, while increasing our capacity and significantly reducing the district's monthly cost.

The cost will be \$50,000 per year, but this purchase will save the district \$38,000 per year. The system will pay for itself within a year and a half.

#### III. (\*) Technology

##### **June 26, 2012 Agenda:**

To approve a one-year agreement with mylessonplanner.com to provide implementation, support, maintenance and hosting of mylessonplanner.com, a web-based lesson planning technology for the entire district, from July 1, 2012, through June 30, 2013, at a cost of \$19,950.

Two teacher committees were convened to examine the format for lesson plans and the functionality teachers would like to see in a lesson plan system. After reaching consensus, the committees examined 4 different systems. The teachers got demo accounts for 2 of the systems and ultimately decided on MyLessonPlanner. The CC supports the purchase of the MyLessonPlanner system.

##### **July 17, 2012 Agenda:**

To approve a one-year agreement with Performance Matters to provide Performance Matters Accountability Edition™, a web-based integrated student assessment and online testing system, at a cost of \$29,499.00 for the period July 1, 2012 through June 30, 2013. [Paid through 2012 and 2013 No Child Left Behind Title II grant funds.]

The CC supports the purchase of Performance Matters.

**IV. (\*) Professional Development**

**June 26, 2012 Agenda:**

To approve district membership in Teachers as Scholars at Princeton University for the 2012-2013 school year at a cost of \$2,000. Membership includes admission to seven Teachers as Scholars seminars and one Administrators as Scholars seminar.

The CC supports membership in Teachers as Scholars.

**June 26, 2012 Agenda:**

To approve a one-year agreement with Teachscape to provide end-user licensing for Danielson Framework evaluation training and certification for 42 district administrators, from July 1, 2012, through June 30, 2013, for a total cost of \$16,758. [Funding in the amount of \$14,856 is from the RTTT3 grant, which is pending approval].

This system will allow all district administrators to be certified in the use of the Danielson Framework through viewing of training videos and completion of a proficiency test. The Cc discussed the LPDC survey that was developed to provide feedback from the staff on the implementation of the Danielson Framework. There were 450 responses to the survey. The results were positive overall. It was noted that the district is far ahead of the State timeline for implementation since the NJDOE is only requiring districts to choose a framework by November of the coming school year.

The CC supports the purchase of Teachscape.

**V. (\*) Grants**

**June 26, 2012 agenda:**

To amend the “No Child Left Behind” Consolidated formula sub-grant from the State of New Jersey (formerly the IASA) for the Fiscal Year 2012, originally submitted on September 13, 2011, to \$485,296 to include prior year carryover as follows:

Title I Total	\$ 279,711
Title II Part A	\$ 138,183
Title III	\$ 67,403

The CC supports the submission of the amendment of the NCLB grant. Title I is for struggling learners, Title II is for Professional Development, Title III is for English Language Learners.

**VI. (●) District Goals 2012-2013**

The CC discussed the district goals for 2012-13.

Goal 1 - What is our overall communication strategy? How do we want to communicate with all of the stakeholders? There was support for a broader look at communications than just the web-site. A suggest goal was to **Enhance communications in the district as supported by technologies and structures.**

Goal 2 – The CC discussed the need for the demographic study. It will provide the district with the projections for the numbers of students in the district for the next 5 - 10 years. The study will happen over the next 4 months. Updates will be provided to A & F.

Goal 3 - Need a measurable indicator for Task B. It was suggested to combine A & B in the measurable indicators section.

**Next Meeting Date: Monday, August 6, 2012 10:00am**

The CC went into Closed Session to discuss confidential matters.

Future Topics

Professional Development

Field Trip Approvals

Special Services Program Review Presentation

Additional topics proposed for future meetings

Option II

Summer Assignments

Supply Lists

Infinite Campus