



West Windsor-Plainsboro Board of Education
Board Curriculum Committee Meeting
Central Office Conference Room
August 6, 2012 10:00 AM

SUMMARY NOTES

BOE Attendance:

Chair – Richard Kaye
Rachelle Feldman Hurwitz
Dana Krug – by phone

Administrative Liaison:

Martin Smith
David Aderhold
Victoria Kniewel

Guests:

Deborah Batchelor
Samantha Tognela
Erin Falk

DISCUSSION (●) / DECISION (*)

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

I. (●) Special Services Program Review Presentation

The Curriculum Committee reviewed the first draft of the Executive Summary and Final Recommendations. This document combines the findings of both the external and internal program review reports. Two commendations of note in the Executive Summary are that the NJDOE has recognized Special Services as a model of excellence for its delivery of programs and services and that eighty-six percent of students in special education programs pursue post-secondary schooling after the completion of high school as noted in a survey of students with disabilities who exited during the 2009-2010 school year. The areas for growth outlined in the report include Parent Relations (encourage two way communication between the district and parents), The Referral/Placement Process, Program Offerings/Continuum of Services/Curriculum, Staff Roles and Relationships, Consistency and Articulation between Schools, Curriculum, Instruction, Assessment and Performance, Resources, Professional Development, and Special Education Code NJAC 6A:14 (New/Expanded Programs). The action plan for the recommendations outlines a three-year phase in for implementation with a work breakdown structure for each recommendation. The Committee reviewed the 95 total recommendations, focusing on the 4 that have not been accepted by the Internal team. Special Services has already begun to implement some of the recommendations. Dr. Kamens will present the external report to the full Board at the September 11 meeting. The Executive Summary and Final Recommendations will be presented at that meeting also.

The Committee reviewed a job description for a Teacher Resource Specialist for Special Education. The Committee recommends approval of this job description to the Board.

The Curriculum Committee came out of Closed Session for the remainder of the meeting.

II. (●) Civic Engagement Community-School Collaboration

Members of the West Windsor Democratic and Republican Municipal Committees are sponsoring an initiative that will bring broad community resources to help middle and high school students understand and participate in the 2012 election season. Representatives are working with the Social Studies Supervisor to plan a variety of activities for our students.

III. (●) Title I

The Committee reviewed the rules governing Title I that require any program offerings funded by Title I to be supplemental, not supplanting current offerings. The money from the Delaware Valley Consortium went back into programs in the district.

IV. (●) Coach/Advisor access in Infinite Campus

Coaches who work in the district have access to Infinite Campus. The Director of Athletics can generate lists on students progress for coaches who are not full-time employees of the district. This will allow for a more inclusive process of eligibility and providing information. The district will investigate advisor access.

V. (●) Middle School Math Placement

The proposed criteria were first reviewed by the Curriculum Committee in March and have been vetted several times at the Committee level. The criteria were presented at the June Board meeting. In addition, the proposed criteria have been posted on the district web-site. The Committee recommends that the criteria for taking the test in 7th grade should be broadened to include students who have an A or a B. Also, the Committee recommends that the school provide support for these students in the second semester during their flex time. The Curriculum Committee recommends approval of the middle school math placement criteria.

VI. (●) District Professional Development

- Administrative Retreat – August 20, 21, 22, 23, 2012
- New Teacher Orientation – August 28, 29, 30, 2012
- District Professional Development Day - September 5, 2012

The Committee reviewed the upcoming professional development for administrators, new teachers and all staff.

VII. (●) Committee Goals

The Committee discussed goals for the 2012-13 school year and agreed that it should focus on the district goal's for this coming year. These are:

- A. Assess student growth toward attaining the 21st Century Competencies.
- B. Implement a process for reviewing lesson plans that ensures consistency of alignment to district curriculum and standards.
- C. Update and communicate strategic goals for the use of technology in instruction.
- D. Develop a process for regular updates regarding the progress on program reviews.

VIII. (●) Research Project Proposal – L. Griffin (Town Center)

Dr. Griffin has asked for permission to examine the role of comprehension in literacy development. The goal of the study is to improve teacher’s understanding of reading comprehension and instruction that helps children develop at better understanding of what they read.

IX. (*) New Resource Adoptions

To recommend approval of the adoption of the following curriculum resources for the course, French 2: Exercices De Grammaire En Contexte: Niveau Debutante (French Edition), Mise en Pratique. Exercieces de Vocabulaire En Contexte: Niveau Debutante (French Edition).

To recommend approval of the adoption of the following curriculum resources for the course French 3: Exercices De Grammaire En Contexte: Niveau Intermediaire (French Edition)

To recommend approval of the adoption of the following curriculum resources for the course French 3 Honors: Exercices De Grammaire En Contexte: Niveau Intermediaire (French Edition), Mise en Pratique. Exercices de Vocabulaire En Contexte: Niveau Intermediaire (French Edition), and Le Racisme Explique a ma fille.

To recommend approval of the adoption of the following curriculum resource for the middle school Life Skills program: Adventures in Nutrition! (4th Edition).

The Committee supports adoption of the above listed curriculum resources.

X. (*) Professional Development

To recommend approval of 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.

The district has supported the cost of mentoring services for new administrators each year. The Committee supports the approval of FEA to provide mentoring services and to reimburse administrators for the cost of their mentors.

XI. (*) Grants

To recommend submission of the entitlement grant of \$458,311 for the “No Child Left Behind Act” Consolidated formula sub-grant from the State of New Jersey (formerly the IASA), for the Fiscal Year 2013.

Title I Part A	\$288,006
Title II Part A	\$109,201
Title III	\$ 61,104

The Committee supports submission of the NCLB grant.

XII. (*) Overnight Field Trips

To rescind approval of the High School South Model United Nations to Yale Model Government Europe, Czech Republic, from November 19, 2012, to November 25, 2012. [Originally approved on June 22, 2012].

The Committee supports rescission of the approval of the High School North Model UN trip.

XIII. (*) Community Education Summer Enrichment Programs

To recommend approval of the listing of Community Education Fall 2012 Adult courses.

The Committee supports approval of the listing of the Community Education Fall courses.

Next Meeting Date: Tuesday, September 4, 2012 11:00am

Future Topics

Professional Development

Field Trip Approvals

Program Review Updates



West Windsor-Plainsboro Board of Education
Board Curriculum Committee Meeting
Central Office Conference Room
October 8, 2012 11:00 AM

SUMMARY NOTES

BOE Attendance:

Chair – Richard Kaye

Rachelle Feldman Hurwitz

Dana Krug

Administrative Liaison:

Martin Smith

David Aderhold

Victoria Kniewel

Guests:

Lee McDonald

Rick Cave

DISCUSSION (●) / DECISION (*)

I. (●) Option ii

Economics is the number one course that students are taking for option ii. This allows students to fulfill the financial literacy graduation requirement thus opening their schedules to take other courses during the school year. The majority of the other option ii courses are focused on math, social studies & science. There are not large numbers of students in each of these courses. The final exams serve as a monitor to verify the quality of learning.

II. (●) Mercer County Community College On-line Courses Discussion

The district is investigating entering into a memorandum of agreement with MCCC to allow high school students to take on-line courses for both high school and college credit. This will allow the district to ensure the quality and rigor of the courses and associated assessments. The CC supports these discussions.

III. (●) Rider University - College Credits for Tomorrow's Teachers

The CC supports entering into an agreement with Rider University to allow students enrolled in Youth Teaching Youth to take this for college credit. This will allow students to receive dual enrollment credit as they investigate the possibility of entering into education as a profession.

IV. (●) Program of Studies

There are 2 proposed changes to the Program of Studies

1. TV Production - eliminate the pre-requisite to take Broadcast Writing. This requirement is not necessary given students background in writing and the middle school students who have taken TV production at that level.
2. Biology Honors - eliminate the pre-requisite to be simultaneously enrolled in Geometry Honors, so that students just need to be enrolled in a Geometry course. Since students are currently succeeding in Biology Honors, but not Geometry Honors it does not make sense to force them out of Biology Honors.

The CC discussed the possibility of offering World History Honors and decided not to move forward on this at this time.

V. (●) Summer Assignments follow-up

At this time the district has established consistent assignments across teachers and high schools for Advanced Placement courses. Progress was made on the assignments for middle school language arts, at this time continued work needs to occur for high school Language Arts & Social Studies assignments and the assessments given for summer work. The CC discussed eliminating summer work for middle school math and replacing this with suggestions for practice.

VI. (●) Program Review Updates

- Special Services is starting to implement the recommendations from their program review and will vet this through the Special Education PTSA.
- The internal team for Language Arts is drafting its report this month. In November they will review the external report and draft the Executive Summary and Final Recommendations. This will be reviewed at the December CC meeting. The formal presentations of the Internal and external reports are scheduled for the January 15 Board meeting.
- The supervisors in other content areas that had program reviews previously are in the process of completing the template for updates on the status of recommendations implementation.

VII. (●) World Languages Review

A committee is being formed to review language offerings and program design.

VIII. (●) Research Project Proposal – R. McLelland-Crawley

The Superintendent has approved the proposed research project relating to teacher engagement in Professional Learning Communities.

IX. (*) Teacher Evaluation Instrument

To recommend adoption of the Charlotte Danielson Framework for Teaching (2007 Edition) as the teacher evaluation instrument for the District.

The NJDOE requires formal Board adoption. The CC supports the recommendation.

X. (*) Renzulli Learning System

To recommend approval of a one-year site-license, from November 1, 2012 through October 31, 2013, with the Compass Learning Group to provide web-based differentiated instruction through the Renzulli Learning System for all K-3 buildings at a cost of \$18,000.

The CC supports the recommendation.

XI. (*) STARTALK Grant Application

To recommend approval to submit the 2013 STARTALK grant application for Hindi/Urdu Summer Immersion Camp in the amount of approximately \$99,500 [West Windsor-Plainsboro will serve as lead agency].

The CC supports the recommendation.

XII. (*) Professional Development

To recommend approval for IDE to provide non-tenured teacher training at various dates throughout the 2012-2013 school year at a cost of \$9,840. [Paid through NCLB Title II funds.]

The CC supports the recommendation.

XIII. (*) Overnight Field Trips

To recommend approval of the following overnight field trips:

High School North

- a. Model United Nations to Princeton University, Princeton, New Jersey, from November 29, 2012, to December 2, 2012. The cost of the trip is approximately \$320 per student.
- b. Model United Nations to the Ivy League Conference, University of Pennsylvania, Philadelphia, Pennsylvania, from January 24, 2013, to January 27, 2013. The cost of the trip is approximately \$375 per student.
- c. Model United Nations to Boston University, Boston, Massachusetts, from February 22 2013, to February 24, 2013. The cost of the trip is approximately \$375 per student.
- d. Model United Nations to George Washington University, Washington, D.C., from March 21, 2013, to March 24, 2013. The cost of the trip is approximately \$375 per student.
- e. Senior Class to Disney World, Orlando, Florida, from March 7, 2013, to March 11, 2013. The cost of the trip is approximately \$1,200 per student.
- f. Washington Seminar to Washington, D.C., from March 19, 2013, to March 23, 2013. The cost of the trip is approximately \$775 per student.
- g. Special Olympics to Wildwood, New Jersey, from April 6, 2013, to April 7, 2013. There is no cost for this trip.

High School South

- a. Model United Nations to Rutgers University, New Brunswick, New Jersey, from November 15, 2012, to November 18, 2012. The cost of the trip is approximately \$375 per student.
- i. Model United Nations to Princeton University, Princeton, New Jersey, from November 29, 2012, to December 2, 2012. The cost of the trip is approximately \$320 per student.
- j. Model United Nations to the University of Pennsylvania, Philadelphia, Pennsylvania, from January 24, 2013, to January 27, 2013. The cost of the trip is approximately \$375 per student.
- k. Model United Nations to Georgetown University, Washington, D.C., from February 14, 2013, to February 17, 2013. The cost of the trip is approximately \$375 per student.
- l. Washington Seminar to Washington, D.C., from March 12, 2013, to March 16, 2013. The cost of the trip is approximately \$775 per student.

- m. Senior Class Trip to Disney World, Orlando, Florida, from March 14, 2013, to March 18, 2013. The cost of the trip is approximately \$1,200 per student.
- n. Model United Nations to George Washington University, Washington, D.C., from March 21, 2013, to March 24, 2013. The cost of the trip is approximately \$375 per student.
- o. Model United Nations to George Washington University, Washington, D.C., from April 11, 2013, to April 14, 2013. The cost of the trip is approximately \$375 per student.

Middle Schools

- p. Grover Middle School and Community Middle School German Students to Washington, D.C. from April 26, 2013, to April 27, 2013. The cost of the trip is approximately \$275 per student.
- q. Grover Middle School Grade 6 Outdoor Education to Timber Tops Camp, Greeley, PA, from June 10, 2013, to June 14, 2013. The cost of the trip is approximately \$250 per student.
- r. Community Middle School Grade 6 Outdoor Education to Camp Canadensis, Canadensis, PA, from June 5, 2013, to June 7, 2013. The cost of the trip is approximately \$225 per student.

The CC supports the recommendations.

XIV. (*) **Closed Session.**

The CC moved into closed session to discuss issues related to personnel.

Next Meeting Date: Monday, November 5, 2012 11:00am

Future Topics

Professional Development

Field Trip Approvals

Program Review Updates

Leveling of Programs at the high school level

Weighting of courses at the high school level



West Windsor-Plainsboro Board of Education
Board Curriculum Committee Meeting
Central Office Conference Room
November 5, 2012 11:00 AM

SUMMARY NOTES

BOE Attendance:

Chair – Richard Kaye
Rachelle Feldman Hurwitz – absent
Dana Krug
Michelle Kaish

Administrative Liaison:

Martin Smith
Victoria Kniewel

Guests:

DISCUSSION (●) / DECISION (*)

I. (●) State Testing Report

As approved in New Jersey's *Elementary and Secondary Education Act (ESEA)* Flexibility Waiver Application, the New Jersey Department of Education (NJDOE) is transitioning to a new accountability system that provides a changed analysis of student achievement and ways of reporting this. One component of this system is the calculation of Annual Progress Targets, which are indicators to measure schools' progress toward meeting the State proficiency benchmark of 90%. The Curriculum Committee reviewed the new progress targets for each school in language arts and mathematics. In summary, the district met 82 of the 88 progress targets. The district is identifying areas for future growth and assessments that will help inform needed instructional interventions. The State Testing Report will be presented at the Nov 13 Board meeting.

II. (●) Program Review Updates

The Curriculum Committee reviewed the completed template from the Mathematics Program Review. The major recommendation from this review was to re-align the K-8 math curriculum to prepare 8th grade students for Algebra I. The re-designed program was completed for implementation in the 2010-11 school year. Currently this is being monitored to ensure success for all students.

III. (●) Technology – 8th grade email accounts

The Curriculum Committee discussed creating email accounts for all 8th grade students to allow them to more easily access and utilize Google Docs in their classes. The accounts would be restricted for in-district use only. The Committee supports this action.

IV. (●) Program of Studies

The Curriculum Committee reviewed the recommended changes in pre-requisites for TV Production and Biology Honors. In addition, the Committee reviewed data related to ninth grade world history. The Committee supports working to develop a world history honors class for implementation in the 2014-15 school year.

V. (*) Student Information System

To recommend 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, 2012, to November 30, 2013, in the amount of \$125,891.45, based upon enrollment. [There is no change in the per-student subscription cost.]

The Committee supports renewal of the annual subscription.

Next Meeting Date: Tuesday, December 4, 2012 11:00am

Future Topics

Professional Development
Field Trip Approvals
Program Review Updates



West Windsor-Plainsboro Board of Education
Board Curriculum Committee Meeting
High School South Media Center Conference Room
December 4, 2012 11:00 AM

SUMMARY NOTES

BOE Attendance:

Chair – Richard Kaye
Rachelle Feldman Hurwitz
Dana Krug
Michelle Kaish - Guest

Administrative Liaison:

Martin Smith
Victoria Kniewel

Guests:

DISCUSSION (●) / DECISION (*)

I. (*) HS Program of Studies

To recommend approval of the 2013-2014 High School Program of Studies. [Copies will be available on the district web site.]

The Board approved placement criteria are now included as well as some minor edits to the Special Education section. The Curriculum Committee supports approval of the 2013-14 High School Program of Studies.

II. (*) Performance Matters Licensing

To recommend approval to purchase Performance Matters Scan Engine Licensing and imaging processing for the period January 1, 2013 through December 31, 2013 at a cost of \$10,899.80.

The Curriculum Committee recommends approval of the purchase.

III. (*) Overnight Field Trips

To recommend approval for High School South Peer Leaders to Pine Tree Environmental Camp in Burlington, New Jersey from February 26, 2013, to February 27, 2013 at a cost of approximately \$25 per student.

The Curriculum Committee recommends approval of the field trip.

IV. (*) Community Education Winter/Spring 2013 Classes and Trips

To recommend approval of the Community Education Winter/Spring 2013 course Listing (attached).

The Curriculum Committee recommends approval of the courses and trips.

V. (●) Principal Evaluation Instrument

The State of New Jersey extended the deadline to February 2013 for adopting an official Principal Evaluation Instrument for the district. The Curriculum Committee discussed the evaluation instrument selection process and will make a recommendation in January.

VI. (●) ETS Educational Research ESL Study

The Superintendent supports the proposed research project by ETS for 3rd – 5th grade English Language Learners to investigate a prototype of a game-like assessment scenario to measure English language skills.

VII. (●) CKT-E Research Project

The Superintendent supports the proposed research project on content knowledge for teaching in physics. A consortium of research institutions (Rutgers University – Graduate School of Education, Seattle Pacific University and University of Maine (Physics Departments), Educational Testing Service, Facet Innovations, and Horizon Research) will work with one a physics teacher.

VIII. (●) Program Review Update – World Languages

The Curriculum Committee reviewed the implementation of program recommendations in World Languages. The major recommendation was to align courses to proficiency levels and articulate the program through these. At this point, that work has been completed. Most of the recommendations that were rejected were related to changing the schedules at the elementary and middle school level.

IX. (●) PSAT Discussion

The Curriculum Committee began a discussion of having all students in 10th & 11th grade take the PSAT during the school day at district expense. The cost of this would be approximately \$20,000. If all students were to take the PSATs, the district would have additional data for every student that could be leveraged for placement decisions, especially opening access to Advanced Placement through the use of AP Potential.

Next Meeting Date: Monday, January 7, 2013

Future Topics

Program Review Updates

Professional Development



West Windsor-Plainsboro Board of Education
Board Curriculum Committee Meeting
Central Office Conference Room
January 7, 2013 11:00 AM

SUMMARY NOTES

BOE Attendance:

Chair – Richard Kaye
Rachelle Feldman Hurwitz
Dana Krug
Michelle Kaish - Guest

Administrative Liaison:

Martin Smith
Victoria Kniewel

Guests:

Mark Wise
Deirdre Bova
Denise Mengani

DISCUSSION (●) / DECISION (*)

I. (●) 8th Grade Exit Assessment – Mark Wise

Mark Wise presented the 8th Grade Exit Assessment results from June 2012. These results show that students are strongest in use of media and content/organization and weakest in adapting their message to the audience and creating a solution that meets the specified criteria. Two new tasks have been developed for this year so that students will have a choice of 3 tasks with which to work. The results have been shared with all administrators. The supervisors are working with their staff to align common assessments with the 21st century competencies as measured in the 8th grade exit assessment. The Curriculum Committee recommends developing a specific plan of how we are going to use this data to move forward that incorporates a cross-disciplinary focus to see how each content area contributes to students developing competencies.

II. (●) Language Arts Program Review External Report

The Committee reviewed the findings of the External Report Language Arts Program Review in anticipation of the January 15th full Board presentation by Bethany Rice of PCG. The Internal team is drafting their final report and will present this along with the Executive Summary and Final Recommendations in February.

III. (●) HS Mid-term Exam Schedule

The Committee discussed the possibility of changing the high school mid-term exam schedule next year so that instead of one single exam given at the end of January, students would complete a series of tasks embedded throughout the first semester. This would allow for a greater range of tasks that would align with the 21st century competencies. Also, students would not have a single exam given on one day to demonstrate their learning.

IV. (●) Rutgers doctoral student proposed research study

The Superintendent supports the proposed research project by a Rutgers University doctoral student to investigate students' relationship to authority and the impact of that relationship on students in sixth grade.

V. (*) SIOP Training for MS & HS

To recommend approval for Marina Moran to provide 3 one-day Sheltered Instruction Observation Protocol (SIOP) training sessions for ELL teachers at a total cost of \$4,500 plus expenses. Cost to be paid with Title III funds.

The Curriculum Committee supports hiring of the consultant.

VI. (*) Professional Development - Consultants

- To recommend approval for Susan Rovello to provide a one-half day training session for district professional development day on February 14, 2013 at a cost of \$500.
- To recommend approval for Steven Maher to provide 2 training sessions for district professional development day on February 14, 2013 at a cost of \$200.

The February 14 In-Service Day will offer a variety of sessions in three time slots during the day. Most of the sessions are being presented by teachers and administrators from the district. The two outside consultants will present sessions on communicating effectively with parents and the use of social bookmarking sites to engage students. The Curriculum Committee supports hiring of the consultants.

VII. (*) Community Education Spring/Summer 2013 Classes and Trips

To recommend approval of the Community Education Spring & Summer 2013 course listing.

The Curriculum Committee recommends approval of the courses.

VIII. (*) Overnight Field Trips

To recommend approval of the following overnight field trips:

High School North

- a) Model Congress to University of Pennsylvania, Philadelphia, Pennsylvania, from February 7, 2013, through February 10, 2013. The cost of the trip is approximately \$300 per student.
- b) Girls Lacrosse to Baltimore, Maryland, from March 15, 2013 through March 17, 2013. The cost of the trip is approximately \$250 per student.

High School South

- c) Junior Statesmen of America to Washington, DC, from February 22, 2013, through February 24, 2013. The cost of the trip is approximately \$265 per student.
- d) Junior Statesmen of America to Cherry Hill, New Jersey, from April 20, 2013, through April 21, 2013. The cost of the trip is approximately \$105 per student.

High School and Middle School

- e) To recommend approval of an overnight field trip for middle school and high school Future Problem Solvers to Bloomington, Indiana, from June 6, 2013, to June 9, 2013. The cost of the trip is approximately \$1,000 per student.
- f) To recommend approval an overnight field trip for middle school and high school National History Day students to College Park, Maryland, from June 9, 2013, to June 13, 2013. The cost of the trip is approximately \$700 per student.

The Curriculum Committee recommends approval of the trips.

The Committee moved into closed session to discuss confidential matters.

Next Meeting Date: Monday, February 4, 2013

Future Topics

Program Review Updates

Summer Assignments



West Windsor-Plainsboro Board of Education
Board Curriculum Committee Meeting
Central Office Conference Room
February 4, 2013 11:00 AM

SUMMARY NOTES

BOE Attendance:

Chair – Richard Kaye (phone review prior to meeting)
Rachelle Feldman Hurwitz
Dana Krug
Michelle Kaish

Administrative Liaison:

Martin Smith
Victoria Kniewel

Guests:

DISCUSSION (●) / DECISION (*)

I. (●) Course Eligibility comparison data (11-12 vs. 12-13)

The Curriculum Committee examined course enrollments in Honors & AP courses last school year and this school year. Overall the enrollments do not show a great difference in enrollments as a result of the implementation of eligibility criteria. A few classes did see an increase in enrollment. In all of the courses, the grade distributions show that students are doing well in these courses.

II. (●) Student Summer Assignments

The CC began a discussion of summer 2013 assignments. Last year AP course summer assignments were standardized across the two high schools. In addition, the middle school language arts assignment was changed to be a diagnostic assessment. All summer assignments will be reviewed to ensure that they help promote student learning.

III. (●) ETS ELFA (English Learner Formative Assessment) Study.

Donna Gil has expressed interest in participating in a study to evaluate a new ETS formative reading assessment known as the ELFA at Grover Middle School.

The Superintendent supports the proposed study.

IV. (●) Professional Development Day – February 14 – For details see:

www.wwpfeb2013.eventbrite.com

There is a great diversity in sessions being offered with over 30 sessions in each of the three time slots during the day. All sessions relate to the 21st Century Competencies, the Danielson Framework or Common Assessments.

V. (*) Professional Development – Consultants

- Capital Health EMS to provide CPR/AED/First Aid training for nurses on the district professional development day, February 14, 2013 at a cost of \$100 plus \$20 per attendee, not to exceed 14 attendees.
- LifeForce USA, Inc. to provide American Heart Association CPR/AED training for K-8 Physical Education Teachers on the district professional development day, February 14, 2013 at a cost of \$50 per attendee, not to exceed 30 attendees.

- Kavita James, substitute teacher, to provide a full day training session on cultural diversity on the professional development day, February 14, 2013 at the regular certified substitute rate of \$90 per day.

The Curriculum Committee supports hiring these consultants.

VI. (*) Professional Development – Administrator Training

- To recommend approval for 3 new administrators to attend the required 12 hours of FEA legal training at Princeton Public Schools between February and May 2013 at a cost of \$100 per 2-hour session.

The Curriculum Committee supports this training.

VII. (*) Principal Evaluation Instrument

To recommend the adoption of the Multidimensional Principal Performance Rubric (MPPR) as the official Principal Evaluation Instrument for the district.

The Curriculum Committee supports adoption of this instrument.

VIII. (*) Overnight Field Trip

To recommend approval for the following overnight field trips:

- a) High School North Music Department to participate in the 2013 Boston Heritage Festival, Boston, Massachusetts, from April 12, 2013, to April 14, 2013. The cost of the trip is approximately \$575 per student.
- b) High School South Marching Band to Camp Fairview Band Camp, Newton, New Jersey, from August 25, 2013, to August 29, 2013. The cost of the trip is approximately \$250 per student.

There were questions about the rationale for the HSN Music trip, ultimately the majority of the Committee supported this along with the HSS Marching Band Camp trip.

To discuss the following overnight field trip:

- c) High School South Orchestra to participate in the 150th Commemoration of the American Civil War, Gettysburg, PA, in November 2013. The cost of the trip and exact dates will appear in full on the March committee agenda.

The Curriculum Committee gave preliminary approval for this trip.

Next Meeting Date: Monday, March 4

Future Topics

Program Review Updates



West Windsor-Plainsboro Board of Education
Board Curriculum Committee Meeting
Grover MS Main Office Conference Room
March 4, 2013 11:00 AM

SUMMARY NOTES

BOE Attendance:

Chair – Richard Kaye
Rachelle Feldman Hurwitz - absent
Dana Krug
Michele Kaish

Administrative Liaison:

Martin Smith
Victoria Kniewel

Guests:

Denise Mengani

DISCUSSION (●) / DECISION (*)

- I. **(●) Language Arts Program Review Internal Report** – Denise Mengani
Denise Mengani reviewed the findings of the Internal Report Language Arts Program Review along with the Executive Summary and Final Recommendations and answered questions related to these recommendations.

- II. **(●) Westminster Choir College Student Research Proposal**
Ryan John, Master of Arts in Teaching student at Rider University's Westminster College, is seeking permission to conduct his research study, "The Impact of Participation in a Musical Theater Production and the Personal Development of High School Students," at West Windsor - Plainsboro High School South during the spring of 2013. His research involves interviewing 3-5 student volunteers, for approximately 20 minutes each, who participated in various roles of the production of the spring musical. He would also interview the music director, stage director, and choreographer.
The Superintendent supports the proposed study.

- III. **(●) Professional Development Updates**
Professional Development Day – Survey results
The survey results showed that the results were overwhelmingly positive with around 90% of participants rating the day as productive and beneficial to the work they do in the district. All of the sessions supported the district work as related to the 21st Century Competencies, The Danielson Framework and common assessments.

- IV. **(*) District Progress Targets & School Action Plans**
To recommend approval of the 2012-2013 Progress Targets Action Plans.
The Curriculum Committee reviewed the action plans and recommends approval.

- V. **(*) Textbook Adoption**
To recommend adoption of Stats in your World 2012, by David Bock and Thomas Mariano, for the high school course Statistics. Cost of the purchase is approximately \$216 per text and \$29,500 total.
The Curriculum Committee recommends approval. The purchase price includes electronic access to the text for the next 6 years.

VI. (*) CONNECT-ED

To approve the continuation of our partnership with Rider University’s CONNECT-ED Consortium Program Phase III Initiative, which is dedicated to providing teacher professional development in science and mathematics. The partnership includes:

- a) Entering into a Memorandum of Understanding pertaining to Year Two, January 1, 2013, to December 31, 2013, of a two-year commitment. Year One was approved on February 28, 2012.
- b) Accepting the 2013 Second Year Professional Learning Community (PLC) grant in the amount of \$6,139.32 to support the Phase III Initiative, paid through the Rider University Connect-Ed Consortium Phase III agreement.

The Curriculum Committee recommends approval.

VII. (*) Grant submission – revised NCLB

To recommend approval to submit the revised entitlement grant of \$510,038 for the Fiscal Year 2013 “No Child Left Behind Act” Consolidated formula sub-grant from the State of New Jersey (formerly the IASA), originally submitted on xxxx, to include prior year carryover as follows:

Title I	\$308,157
Title II Part A	\$128,445
Title III	\$ 73,436

The Curriculum Committee recommends approval.

VIII. (*) 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 9, 2013 at a cost not to exceed \$500 for bus transportation to and from New York City, as approved by the Executive County Superintendent.

To recommend approval for up to ten teachers to attend the Quest & Connect-Ed Summer Institute or the Quest 2013 Scholars Program offered through Princeton University TeacherPrep, Rider University, and the Science Education and Literacy Center (SELECT), at a total cost not to exceed \$2,500, including supplies and materials.

The Curriculum Committee recommends approval.

IX. (*) Professional Development

To recommend approval for IDE to provide 2 additional days of professional development during the month of March 2013 for up to 20 new teachers each day at a cost of \$1,640 per day for a total of \$3,280. [Paid through 2013 No Child Left Behind Title II grant funds.].

The Curriculum Committee recommends approval.

Next Meeting Date: Monday, April 8, 2013

Future Topics

Program Review Updates

World Language Survey Results

Technology Plan

Summer Assignments



West Windsor-Plainsboro Board of Education
Board Curriculum Committee Meeting
Grover Main Office Conference Room
April 8, 2013 11:00 AM

SUMMARY NOTES

BOE Attendance:

Chair – Richard Kaye
Rachelle Feldman Hurwitz
Dana Krug
Michelle Kaish - Guest

Administrative Liaison:

Martin Smith
Victoria Kniewel
David Aderhold

Guests:

Rick Cave

DISCUSSION (●) / DECISION (*)

I. (*) Technology Plan – Rick Cave

The Curriculum Committee discussed the draft technology plan. The mission, vision and belief statements define technology as a tool to support high-quality teaching and learning that is aligned with the 21st Century Competencies. The vision is for students in grades K-3 to have experience with cloud-based learning and iPads. In fourth grade students would focus on developing information literacy skills (along with keyboarding) so that they would be ready to have a device to use to support all learning in 5th grade. The plan proposes a small pilot (200 devices) next school year. Mr. Smith will make a formal presentation of the proposed plan at the April 30 Board meeting.

II. (●) NJ School Performance Reports

The Curriculum Committee reviewed the performance reports from all 10 schools. These newly released reports replace the previous school report cards. The summary data relates to academic achievement, college and career readiness and student growth or graduation and post-secondary performance. The metrics for each measure change depending upon the grade level and what data the state has available. Previously district factor groups were used to make comparisons. These have been changed to peer groups determined by free & reduced lunch percentage, limited English percentage and special education percentage. Each of the 10 schools in district has a different peer group. Overall the district fares well in comparison to both the State and peer groups. The one exception is for college and career readiness at the K-5 level. The metric used for this is attendance rates. When the metric changes in middle and high school, the district outperforms the state and its peer groups.

III. (●) Summer Assignments

- Language Arts
- Social Studies

The Curriculum Committee reviewed draft assignments for language arts and social studies. The language arts assignments give students clear directions for what they need to do while reading in the summer as well as establish instructional strategies for reviewing this work upon return to school in September. The Committee recommended no summer assignment for Social Studies courses prior to AP so that it is in line with the other content areas.

IV. (●) High School Mid-term Exam Schedule 2013-14

The high school administration and staff have reviewed the proposed re-design of the mid-term exam schedule. Instead of a single exams administered on a single day at the end of January, students will complete a series of assessment tasks during the first semester and these will be averaged to provide the mid-term grade. The mid-term grade will continue to be weighted as 10% of the overall final grade.

V. (●) Research Proposal – Carol Lynn Spirko

The researcher proposes to study teacher attitudes toward students with autism spectrum disorders.

The Curriculum Committee supports the proposed research study.

VI. (*) To Adopt the Curricula for 2013-2014 School Year

It is recommended that approval be given to adopt all existing curricula based upon the New Jersey Core Content Standards (Arts; Health/ Physical Education; Language Arts Literacy; Mathematics; Science; Social Studies; World Languages; Technology; and Career Education), textbooks, and course offerings for the district and each school.

The Curriculum Committee recommends approval of the 2013-14 curriculum.

VII. (*) Professional Development

To recommend approval for Learner-Centered Initiatives, Ltd. to provide 2 days of professional development in the use of the Multidimensional Principal Performance Rubric (MPPR) for all district administrators at a cost of \$3,250. The training will take place at Princeton Public Schools. MPPR was adopted on February 12, 2013 as the official Principal Evaluation Instrument for the district.

The Curriculum Committee recommends approval for LCI to provide 2 days of professional development.

VIII. (*) STARTALK Grant Acceptance

To recommend acceptance of the STARTALK grant for \$99,028 for Hindi and Urdu Summer Immersion Camps for the period March 1, 2012 through February 28, 2013.

The Curriculum Committee recommends acceptance of the grant monies.

IX. (* Science Kits

To recommend approval to enter into an agreement with ECA Educational Services to provide science kit refurbishing services for the 2013-2014 school year.

The Curriculum Committee recommends approval of the purchase.

X. (* Overnight Field Trips

To recommend approval for the following overnight field trips

- High School North and High School South Academic Decathlons to attend the National Competition in Minneapolis, Minnesota, from April 24, 2013 to April 27, 2013. The cost of the trip is approximately \$750 per student.
- High School North Model Congress to New Brunswick, NJ to attend the National Competition from April 18, 2013 to April 22, 2013. The cost of the trip is approximately \$300 per student.
- High School South Science Olympiad to Dayton, Ohio, from May 16, 2013 to May 19, 2013. The cost of the trip is approximately \$600 per student.

The Curriculum Committee recommends approval of the field trips.

XI. (* Travel Approval

To recommend approval for the District to support the High School and Middle School Future Problem Solvers to the International FPS Competition at Indiana University by financially supporting two chaperones to accompany the teams to Bloomington, Indiana, at a cost not to exceed \$1,200 each.

The Curriculum Committee recommends approval of support for 2 chaperones.

XII. (* Closed Session - Enter into Closed Session to discuss items with personnel implications.

Next Meeting Date: Monday, April 15, 2013

Future Topics

World Languages Survey

Program Review Updates



West Windsor-Plainsboro Board of Education

Board Curriculum Committee Meeting

Grover Main Office Conference Room

April 15, 2013 7:00 PM

SUMMARY NOTES

BOE Attendance:

Chair – Richard Kaye
Rachelle Feldman Hurwitz
Dana Krug
Hemant Marathe - Guest

Administrative Liaison:

Martin Smith
Victoria Kniewel
David Aderhold

Guests:

Carol Meulener

DISCUSSION (●) / DECISION (*)

I. (●) World Languages Survey

The Curriculum Committee discussed the results of the world languages parent and student surveys. The results showed that one third of respondents indicated that they would like to see Hindi added as an additional language. The next highest language choice was Italian with 12% of respondents selecting it. All other language possibilities had less than 10% response rates. The Committee discussed the possibility of adding Hindi and its implications for the world languages program. The Committee discussed issues of curriculum, when might we be able to start a program and in what grade, staffing and funding. The Committee will continue to discuss these issues. The survey also indicated that 54% of parents would be interested in enrolling their child in a dual language immersion program if the district offered this. The Committee supported continuing to investigate this possibility and partnering with Princeton Regional Schools to work with the consultant they have hired as they explore the possibility of beginning a dual language program.

II. (*) Overnight Field Trip

To recommend approval for High School North Junior Statesmen of America to attend the Spring State Conference in Cherry Hill, New Jersey, from April 20, 2013, to April 21, 2013. The cost of the trip is approximately \$110 per student. (Trip approval is on the April 16, 2013 board agenda).

The Curriculum Committee recommends approval of the trip.

Next Meeting Date: Monday, May 6, 2013

Future Topics

Program Review Updates



West Windsor-Plainsboro Board of Education
Board Curriculum Committee Meeting
Central Office
June 3, 2013 11:00 AM

SUMMARY NOTES

BOE Attendance:

Chair – Richard Kaye

Rachelle Feldman Hurwitz

Dana Krug

Michele Kaish

Administrative Liaison:

Martin Smith

Victoria Kniewel - absent

David Aderhold

Guests:

DISCUSSION (●) / DECISION (*)

I. (●) Summer Reading Lists

The CC reviewed the new list for LA I CP & Honors. The agenda item to approve the summer reading lists will be on the June 11 Board meeting agenda.

II. (●) PSAT

The CC supports the administration of the PSAT to all sophomores & juniors. The administration will take place on October 16, 2013. The CC also discussed administering the ERB assessment to freshman on this date and planning for a Senior program.

III. (●) 8th grade and 3rd grade Exit Assessment

The eighth grade exit assessment will take place the week of June 10th. The students have 3 choices of topics this year. There will be a pilot exit assessment in two third grade classes at each K-3 buildings this year.

IV. (●) 8th grade demographics to Private Schools

The CC reviewed the data on 8th grade students who are leaving WW-P to go to private schools for 9th grade. The CC discussed the ability to interview students as they are leaving and find out why they are choosing to go to a private school. The CC discussed the need to track trends longitudinally and see if there is a change in the numbers of students going to private schools.

V. (●) New Teacher Induction – June 24 - 25, 2013

The professional development for new teachers will be provided by IDE and focus on student-centered instructional strategies and differentiated instruction. The new teachers will have a half day to reflect upon their growth this year and establish goals for the coming school year.

VI. (*) Startalk Grant Hindi Summer Program

To approve the following consultants for services provided in relation to, and funded by, the 2013 Startalk Hindi/Urdu Summer Program:

Rajni Bhargava – Co-Director & Curriculum Development Specialist

Nusrat Sohail – Co-Director & Curriculum Development Specialist

Bindeshwari Aggarwal, Milind Ranade, Humaira Rahman, Talat Shahzadi, Nabeela Farooqi, Dolly Chaterjee – Instructors

Shanti Jain, Sangeeta Jain, Razia Hassan, Shahid Hameed Khan – Teaching Assistants

Julie Meyers – Program Coordinator

Sehrish Shahzadi, Talia Khan, Roshni Shibad, Tarka Aggarwal – Junior Assistants

Rosanne Zeppieri - Lead Instructor

The CC supports approving the consultants for the 2013 Startalk Hindi/Urdu Summer Program.

VII. (*) Technology

To approve a one-year agreement with mylessonplanner.com to provide, support, hosting and maintenance of mylessonplanner.com, a web-based lesson planning technology for the entire district, from July 1, 2013, through June 30, 2014, at a cost of \$19,950.

The CC supports approving the one-year agreement.

VIII. (*) Professional Development

To approve district membership in Teachers as Scholars at Princeton University for the 2013-2014 school year at a cost of \$2,000. Membership includes admission to seven Teachers as Scholars seminars and one Administrators as Scholars seminar.

To approve a one-year agreement with Teachscape to provide end-user licensing for Danielson Framework evaluation training and certification for 20 district administrators, from July 1, 2013, through June 30, 2014, for a total cost of \$7,980.

The CC supports approving these professional development opportunities.

IX. (*) New Resource Adoption

- To recommend adoption of Wheelock's Latin, by Frederic M. Wheelock, as a resource for the high school courses Latin III and Latin IV. Cost of the purchase is approximately \$22 per text and \$440 total.

- To recommend adoption of Lab Manual – AP Chemistry, by The College Board, as a resource for the high school course AP Chemistry. Cost of the purchase is approximately \$16 per manual and \$4,000 total

The CC supports the recommendation to purchase these two resources.

Next Meeting Date: Monday, July 15, 2013 11:00am

Future Topics:

Program Review Updates

New Teacher Orientation August 2013

Submit FY14 NCLB Application