



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 Context: 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 Context: 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