



**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:**

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**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](http://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 150<sup>th</sup> 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