



**West Windsor-Plainsboro Board of Education**  
Board Curriculum Committee Meeting  
Board Office Conference Room  
July 17, 2018 7:00 PM

**SUMMARY NOTES**

**BOE Attendance:**

Dana Krug – Chair  
Anthony Fleres  
Carol Herts

**Administrative Liaison:**

Martin Smith  
David Aderhold

**Guests:**

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**DISCUSSION (●) / DECISION (\*)**

**I. (●) AP Results Review**

A total of 2,717 AP Exams were administered in May; 1,341 exams at HSN and 1,373 exams at HSS. 48% of the exams were scored a 5, 29% were scored a 4 & 15% were scored a 3; 92% of exams administered got a passing score.

**II. (●) Review of District Goals**

The CC reviewed the final draft of the District Goals that were reviewed during the June Board Retreat.

**III. (●) 2018-19 Merit Goals for the Assistant Superintendent for C& I**

The CC reviewed the Asst. Superintendent for C&I merit goals for the 2018-19 school year and recommends their submission to the County Office.

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

Administrative Retreat – August 14, 15, 16, 17, 2018

New Teacher Orientation – August 27, 28, 29, 30, 2018

Opening Day - September 4 & 5, 2018

The CC reviewed upcoming PD that will be happening this summer and at the start of the new school year.

**V. (\*) Job Descriptions**

To recommend approval of the following job descriptions:

- Support Specialist for Systems – Job Description
- Support Specialist for Portable Devices – Job Description
- Support Specialist for Repair Services – Job Description

The CC recommends approval of the job descriptions.

**VI. (\*) Evaluation Instruments**

To recommend approval of the following:

- Charlotte Danielson Framework for Teaching (2013) as the evaluation instrument for all certificated staff, except administrators.
- New Jersey Principal Evaluation for Professional Learning as the evaluation instrument for administrators.

The CC recommends approval of the two evaluation instruments.

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

- To recommend approval for Innovative Designs for Education (IDE) to provide five teacher training sessions on learner-active, technology-infused classrooms during the 2018-2019 school year at a total cost of \$12,880.
- To recommend approval for Dr. Emily Meixner to provide five one-day workshops throughout the 2018-2019 school year to high school language arts teachers regarding engaging all readers in high level literacy work at a cost not to exceed \$1,500 per day.
- To recommend approval for Dr. Myriam Met to provide two one-day workshops during the 2018-2019 school year to dual language immersion teachers and aides regarding content instruction in second languages at a cost not to exceed \$2,000 per day plus travel expenses.
- To recommend approval for Asia Society Center for Global Education to provide training sessions and instructional resources on global competence during the 2018-2019 school year at a total cost not to exceed \$33,200.

The CC recommends approval of the PD consultants.

**VIII. (\*) Startalk Grant Chinese Summer Program**

To approve the following consultants to provide services in relation to, and funded by, the 2018-19 Startalk Chinese Summer Program:

Marty Chen- Consultant/Trainer

The CC recommends approval of the consultant.

**IX. (\*) Technology**

- To approve the purchase of an additional 25 Swivl Pro Team Member licenses from July 1, 2018 through June 30, 2019, at a total cost of \$1,250.
- To recommend entering into an agreement with Northwest Evaluation Association (NWEA) to supply a web-based Measures of Academic Progress (MAP) reading fluency assessment for students. The cost of the materials through June 2019 is approximately \$7,775.

The CC recommends approval of the purchase and entering into the agreement.

**X. (\*) ESEA Grant**

To recommend submission of the entitlement grant of \$579,405 for the “Elementary and Secondary Education Act” (ESEA) grant from the State of New Jersey, for the Fiscal Year 2019.

Title I Part A	\$295,099
Title II Part A	\$137,006
Title III	\$65,629
Title III Immigrant	\$63,932
Title IV	\$17,739

The CC recommends submission of the grant.

**XI. (\*) Community Education Programs**

To recommend approval of the listing of Community Education Fall 2018 Adult, Youth, and After school Enrichment programs.

The CC recommends approval of the Community Ed programs.

## **XII. (\*) Disposal of Instructional Materials**

To approve the disposal of the following obsolete items in accordance with R7300.1:

- 1680 books from the Village Elementary School Media Center
- 325 books from the Wicoff Elementary School Media Center

All items meet one or more of the below criteria:

- i. Is so worn and/or damaged as to preclude effective use and economical repair or restoration.

The CC recommends approval of the disposal.

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

To recommend approval for the following professional development:

- Reading and Writing Project Network training through Columbia University at a cost of approximately \$124,250. [The 2018-2019 contract covers consultant days and travel expenses, which will be paid through 2018 Every Student Succeeds Act Title II grant funds.]
- Reading and Writing Project Network to provide 2018-2019 professional development services for administrators, according to state-mandated professional growth plans, at a cost of approximately \$9,750. [The 2018-2019 contract covers consultant days and travel expenses, which will be paid through 2018 Every Student Succeeds Act Title II grant funds.]
- Teachers College Reading and Writing Project to supply 90 tickets for the attendance by teachers and administrators to professional development workshops at Teachers College at Columbia University during the 2018-2019 school year, at a cost of \$6,300 [paid through 2018 Every Student Succeeds Act Title II grant funds].
- Travel for staff members to attend Teachers College Reading and Writing Project professional development workshops at Teachers College, Columbia University, New York City during the 2018-2019 school year, at a cost of approximately \$50 per trip [paid through 2018 Every Student Succeeds Act Title II grant funds].
- 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 reimburse new administrators for the cost of their mentor at \$1,500 for the first year and \$1,000 for the second year.
- District membership in Teachers as Scholars at Princeton University for the 2018-2019 school year at a cost of \$2,400. Membership includes eighteen professional development days at Teachers as Scholars seminars and one Administrator as Scholars seminar.
- 3 science teachers and one administrator to participate in the Rider University Science Education and Literacy Center's (SELECT) NGSS assessment professional learning workshop series at Rider University, Lawrenceville, New Jersey for 4 sessions during the 2018-2019 school year at a total group cost of \$300, plus mileage.
- 1 Art teacher to attend an AP Art History Summer Institute at Manhattan College, Riverdale, NY, from July 30, 2018 to August 3, 2018 at a cost of \$950 plus travel expenses.

The CC recommends approval of the PD opportunities.

**Next Meeting Date: Tuesday, August 14, 2018**

Future Topics

Field Trip Approvals

Revised Curriculum Approvals