

The Work Session of the Board of Education of the Borough of New Providence was called to order at 7:55 p.m. on October 12, 2017 at the New Providence High/Middle School Media Center, 35 Pioneer Drive, by Board President, Mr. Adam Smith.

Present on roll call were Bernadette Cuccaro, Robert Dinerman, Ira Krauss, Mary Misiukiewicz, Adam Smith and Joe Walsh. Also present were Dr. David Miceli, Superintendent of Schools; Scott Hough, Assistant Superintendent of Educational Services; James E. Testa, School Business Administrator/Board Secretary; Jay Richter, Director of Curriculum, Instruction and Supervision, and twelve members of the public.

Mr. Smith led in the salute to the flag.

Mr. Smith read the following statement:

This is a public meeting of the Board of Education of the Borough of New Providence. Adequate notice of this meeting has been given in accordance with PL 1975, Chapter 231 in that an annual notice was made in conformance with Section 13 of the Act.

This work session is a public meeting of the Board of Education and no Board action will be taken. The Board will convene to Closed Session no later than 10:00 p.m.

### **Recognition**

Dr. Miceli welcomed Rita and Kevin Settembrino, the District's architects. He commented that they have been working for months from design to project construction. They have spent a tremendous number of hours to make sure all the aspects of this project are right. He appreciated everything they have done.

Mr. Kevin Settembrino thanked everyone and commented that it was a pleasure on behalf of Settembrino Architects to be a part of this great success here at the HS/MS and throughout the District. We are happy that we have been asked to do this project. We are happy the students and everyone is happy, this speaks volume to what we have done.

Mr. Settembrino commended Keith, the construction manager. He commented that this project would not be a success without him being here, daily maneuvering, and coordination of all the construction here and throughout the District.

Dr. Miceli commented that Keith is part of the family now. He agreed that without him it would not have been the same. He was here all hours and without his efforts, pushing the contractors, there is no way we could be in this place today. He traveled two and half hours daily to get here, we wish we could hire you, but we really appreciate all of his time.

Dr. Miceli thanked Bridget and Ingrid, the design team, who coordinated the colors and furniture to make it just right. Bridget spend a lot of time with our principals, who we know are very demanding, to get the colors and furniture just right. Thank you for your time.

Dr. Miceli thanked Alex Menard. He had worked all summer long side by side with the electricians and the contractors in all the buildings getting the smart boards and computers working.

### **High School/Middle School New Construction and Renovation Tour**

Mrs. Kidd and Mrs. Zirpoli led the tour through the Middle/High School.

Mr. Smith gave a special thank you to Alex Menard, who worked all through the summer so that the technology can be up and running. He recognized the professionals who came tonight for the meeting, Settembrino Architects, the Construction Manager, and designers who have done a fantastic job.

Mr. Smith commented that Jim Testa, School Business Administrator, and Lauren Zirpoli, High School Principal, will be cutting the ribbon to the new Media Center, without whom this project would not be a success.

Mr. Smith commented that Mrs. Zirpoli was running around all summer making sure that everyone was doing their part to get things done.

He commended Mr. Testa, our in-house construction manager, was making sure every contractor was working and was always in touch with our construction manager, Keith. He did a fantastic job making sure everyone was on the same page, and most importantly, that we were on budget with all the projects.

Mr. Smith commented that every year we take it for granted what a great Business Administrator we have in this District. Thank you, Mr. Testa.

Jim Testa and Lauren Zirpoli cut the ribbon to the new Media Center.

Dr. Miceli thanked the NPEF for their work that started the idea for the renovation of the Media Center.

Dr. Miceli commented on the Media Center renovation. He first commented on the concrete wall behind the stacks of books, built for the security of the students. They will be safer with the concrete wall opposed to the windows that existed before the renovation.

Dr. Miceli commented that they wanted to create a whole new environment that was rich in technology and will constantly evolve over time. Everything in the Media Center is completely mobile, nothing stagnant. He commented that they wanted the spaces to be warm, sophisticated and friendly. Outside of the use for board meetings, there is instructional space, professional development space that staff can use, and a quiet study room for students to use. All of our students can link their iPads to the screens and SMART boards that are up on the walls.

Dr. Miceli commented that they wanted the Media Specialist to have a space within the space, which they will be able to supervise everything that's taking place inside.

Dr. Miceli commented that there is a direct access from the new science lab classroom to the Media Center. This will serve as an easy access for competitions in the future.

Dr. Miceli asked if there were any questions before the meeting is called to order.

There were none.

Dr. Miceli also recognized Sandra Andersen who worked tremendously to get the building ready.

Mr. Smith commented that he was really impressed with the Media Center.

Dr. Miceli thanked Mrs. Zirpoli and Mrs. Kidd for their amazing job to insure that the students had space while all of the construction was taking place.

Dr. Miceli thanked Mr. Testa, Mr. Hough, and Mr. Richter for working behind the scenes, particularly during the summer, to make sure all worked out.

Dr. Miceli recognized the Board of Education members. Without their complete support, this would not happen. They have spent the last three years through their committees encouraging the community to support all the projects. Without their support, it wouldn't have gone smoothly.

Mr. Smith commented that the end result of the project is something that the community will be proud of. This project led by the Facilities Committee, Ira, Joe and Rob would not be done without all of their work. He thanked all the board members for their time.

### Character Ed Celebration

Dr. Miceli recognized and thanked DJ Soren, who donated his services to the celebration. Being part of the community, he was proud to be part of it. He also thanked Pomptonian Foods for the food and carts donation. Everyone applauded the event. It was a great night of celebration for the District and the whole community.

Dr. Miceli commented that it was one of his favorite nights of his career.

Dr. Miceli showed a video of the celebration event.

Everyone applauded the celebration.

### 2017 NPHS Advanced Placement Report

Dr. Miceli reported on the NPHS 2017 AP Report:

**AP Scholars: Earned a score of 3 or higher on three exams or more:**

<u>YR</u>	<u>#of AP Scholars/ #of students tested</u>	<u>%of students named AP scholars</u>	<u>Average Score of AP Scholars</u>
2017	17/143	11.88%	4.08
2016	32/149	21.47%	3.80
2015	22/144	15.27%	3.85
2014	16/128	12.50%	3.71
2013	12/135	8.88%	3.59

**AP Scholars w/Honor: Earned an average score of 3.25 on all AP exams taken, and scored 3 or higher on four or more of these exams:**

<u>YR</u>	<u>#of AP Scholars/ #of students tested</u>	<u>%of students named AP scholars</u>	<u>Average Score of AP Scholars</u>
2017	9/143	6.29%	4.17
2016	19/149	12.75%	4.04
2015	19/144	13.19%	4.10
2014	20/128	15.62%	4.01
2013	10/135	7.40%	4.34

**AP Scholars with Distinction: Earned an average score of 3.5 on all AP exams taken, and scored a 3 or higher on five of these exams:**

<u>YR</u>	<u>#of AP Scholars/ #of students tested</u>	<u>%of students named AP scholars</u>	<u>Average Score of AP Scholars</u>
2017	43/143	30.06%	4.50
2016	33/149	22.14%	4.41
2015	13/144	9.01%	4.46
2014	23/128	17.96%	4.35
2013	20/135	14.80%	4.51

**National AP Scholars: Earned an average score of at least 4 on all exams taken, and scored a 4 or higher on eight of these exams:**

<u>YR</u>	<u>#of AP Scholars/ #of students tested</u>	<u>%of students named AP scholars</u>	<u>Average Score of AP Scholars</u>
2017	9/143	6.29%	4.74
2016	5/149	3.35%	4.84
2015	1/144	0.69%	4.88
2014	4/128	3.12%	4.59
213	2/135	1.48%	4.59

### **2017 AP Highlights**

- 96% of NPHS AP Students who took exams scored a 3 or higher, 71% State, 60% worldwide
- 54.5%(59.7% in 2016) of tested NPHS students were recognized for their performance on AP exams
- The largest percentage of students were recognized as AP Scholars with Distinction and as National AP Scholars over the past five years.

### **NJQSAC**

Mr. Hough discussed the NJQSAC process and SOA form that will be submitted to the NJDOE due on November 15th. He explained the annual process, which is required per Code. He wanted to share with the Board the steps the District is required to take to show evidence to satisfy our responsibilities. He commented that our District completes all the requirements and more. Mr. Hough reviewed examples of the form that will be submitted to the NJDOE. The State fills in the left hand side, and on the right we fill in comments of what we do as evidence to fulfill

the requirements. As we fill in the requirements, we score ourselves. We do more than what is required, that is why we are a highly performing District.

Mr. Hough commented on what evidence we have to fulfill the requirements. He highlighted a few items in each section to show the Board what is submitted:

### **Instruction & Program**

- #1. Reports to the BOE and the public the performance of students on Standardized tests. This is done several times throughout the school year.
  - The Superintendent reports at BOE meetings. Dr. Miceli updates the board on the outcomes of PARCC scores by grade level once they become available. He provides a comparative analysis from the previous year's scores.
  - Assessment Report. This year that will be presented by Mr. Richter at our Nov. 16<sup>th</sup> BOE meeting.
- #2. Communicates graduation requirements to all high school students, families, and the community.
  - This is communicated in many ways starting with our 9<sup>th</sup> Grade Orientation program and then again with ninth grade conferences.
  - Graduation requirements are also discussed at Back-to-School nights and at our College Information night. The information is also posted in our HS Program of Studies and school website.

### **Fiscal Management**

- #1. Follows a budget calendar that is shared with the board and reflects all applicable legal and management requirements.
  - Budget calendar, starts with a needs assessment at the building level within departments. Building principals coordinate with Dept. Heads and other staff to develop a school based budget which they submit to Dr. Miceli and Mr. Testa in early December.
  - Mr. Testa and Dr. Miceli meet with the Principals to prioritize what goes into the first draft of the budget.
  - The budget worked on by the Finance Committee over the course of several meetings before it is sent to the full board.
  - Once the full board is in agreement, it is sent to the County Office for approval.
  - The budget is shared with the public at the BOE meeting in April.
  - Following the Budget Presentation, and after public comments, the Board votes to approve the budget for the following school year.
- #7. Maintains separate accounts and keep records for grants like IDEA and Title 1 funds.
  - We use CSI budgeting system to account for all grant funds.
  - Track and report revenue and expenditures of grant funds as required for auditing purposes.

### **Governance**

- #5. Each board member and all school administrators are required to file financial disclosure statements in accordance with the School Ethics Act.
  - This is done via an on-line survey with the DOE.

## Operations

#1. Conducts all required trainings for school district employees.

There is a five page document which outlines all the required trainings and professional development requirements for the various types of school employees. We accomplish this in many ways starting at our opening faculty meetings prior to the first day of school each year.

- We cover HIB policy, Missing or abused children requirements, Equity and Affirmative Action, plus many more.
- Use both of our scheduled PD days to satisfy mandatory requirements like handling hazardous chemicals, asbestos removal, for custodians and maintenance staff
- Dyslexia training for Special Education and K-3 teaching staff
- Suicide prevention for all staff.
- Online training modules for concussion treatment training and Bloodborne Pathogens for coaches, nurses and our athletic trainer.

#5. Develops and implements policies and procedures for HIB in schools.

- Our HIB policy is shared with all staff members and contracted service vendors at the beginning of each school year.
- The policy is reviewed discussed annually with principals and the anti-bullying specialists.
- The board hears the details of every HIB investigation.
- Our ABS meet several times through the school year to review best practices for investigations and for creating a positive school community.

#19. Annually reviews, develops and implements safety plans and security plans with law enforcement and community.

- Board-approved School Safety Plan- 9/28/17
- Emergency kits at all buildings & Central Office
- Monthly School security drills- Local Police often attend & provide feedback
- Faculty manuals; Faculty agendas; Superintendent letter to parents; PTA meetings

## Personnel

#4. Adopts policies and procedures for the evaluation of all tenured and non-tenured certificated teaching staff members as well as principals, supervisors and directors.

- This is everything that we are required to do for AchieveNJ.
- We make an observation schedule to ensure we meet all deadlines and requirements.
- We conduct over 500 individual evaluations a year and then about 300 summative evaluations for all staff members.
- All teachers are trained every year on the Descriptors of Effective Teaching and the evaluation rubric used for individual observations.

Mr. Smith asked what the next step is after submission.

Mr. Hough commented after the November 15th submission, the NJDOE will take a look at our submission and decide if they will come in for an onsite visit. We are scheduled for an on site visit this year, but based on our performance, as past practice, we hope that they won't need to. We are very well prepared if they do come.

Mr. Smith asked if there was a percentage that we need to pass.

Mr. Hough commented that the passing mark is 80%. We always perform above that. The last time we didn't get 100%, we missed by 2%.

Mr. Smith commented that he remembered the visit and we did well then and every year since. We constantly achieve 98-100%, which are not an easy thing to do. As an organization, like the Board of Education, there are regulations that have to be followed, making sure that we follow those state regulations and laws. We have a great administrative team that makes our lives easy and get those things done.

Mr. Smith and the board appreciates all the work of the administrators and staff.

### **Review of the October 23, 2017 Agenda**

The Board reviewed the October 23, 2017 Board Meeting Agenda.

Mr. Krauss commented on enrollment. As of now, we have seven students less than last year. Our first grade has seventeen more than projected, but in 9th grade, we have seventeen less.

Mr. Krauss commented on the out of district magnet students. We are now transporting seventy three students to the magnet schools. We pay a significant amount to send those kids to the school.

Mr. Testa commented that we do spend over a half a million dollars for tuition and transportation for those students.

Mr. Smith commented that most districts don't have the opportunity like our kids do in our District. We have to market ourselves and be more proactive in explaining to the parents that we have the programs, and they don't have to go out for the great programs.

Dr. Miceli commented that from the financial perspective, is a lot of money being pulled out of our budget.

### **Public Comments**

Mr. Smith opened the meeting for opportunity for the Public to be heard at 8:37 p.m.

Mr. Smith declared the public portion of the meeting closed at 8:37 p.m.

### **CLOSED SESSION**

Mrs. Cuccaro moved to adopt the following resolution:

This body shall, on October 12, 2017, in the High School Media Center, 35 Pioneer Drive, discuss in closed session, pursuant to Section 7 of the Open Public Meetings Act, specific matters which may generally be described as follows:

- Litigation
- Legal Contracts

The minutes of the discussion in closed session of the aforementioned matters may be disclosed to the public after final determination of action has been reached.

Mr. Dinerman seconded the motion, which was carried unanimously.

**RETURN TO PUBLIC SESSION**

The Board reconvened to public session at 9:02 p.m. Mr. Smith called the Board to order.

Members present were Bernadette Cuccaro, Robert Dinerman, Ira Krauss, Mary Misiukiewicz, Adam Smith and Joe Walsh.

There being no other business before the Board, on a motion by Mr. Krauss and seconded by Mr. Dinerman, the President declared the meeting adjourned at 9:03 p.m.



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James E. Testa  
School Business Administrator/Board Secretary  
10/12/17