

The Business meeting of the Board of Education of the Borough of New Providence was called to order at 7:30 p.m. on January 22, 2018, at the New Providence High/Middle School Media Center, 35 Pioneer Drive, by the Board President, Mr. Smith.

Present on roll call were Bernadette Cuccaro, William Dibble, Robert Dinerman, Ira Krauss, Mary Misiukiewicz, Adam Smith and Joseph Walsh. Also present were Dr. David Miceli, Superintendent of Educational Services; Scott Hough, Assistant Superintendent of Educational Services; James E. Testa, School Business Administrator/Board Secretary; John Richter, Jr., Director of Curriculum, Instruction and Supervision; and thirty 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.

Whenever the business of the Board requires it to convene to Closed Session, the session will begin no later than 10:00 p.m. At the conclusion of the need for Closed Session, the Board will reconvene to the public portion of the meeting. At that time the Board will complete any other business that may be before it and the public will then be given an opportunity to be heard before the meeting is adjourned.

The following notice was posted on 11/20/17:

The New Providence Board of Education Regular Meeting scheduled for Thursday, January 25, 2018, at 7:30 P.M. in the New Providence High/Middle School Media Center, 35 Pioneer Drive, ***has been cancelled and rescheduled for Monday, January 22, 2018 at 7:30 P.M.*** in the New Providence High/Middle School Media Center, 35 Pioneer Drive.

Mr. Smith welcomed everyone. Good crowd tonight, lots of things going on in town. There is a basketball game tonight between New Providence and Summit. The Borough Council has a meeting and the Municipal Alliance is meeting to discuss vaping issues. He thanked the audience for coming to the meeting tonight.

### **Superintendent's Report**

- 1) Dr. Miceli reported that on enrollment at the end of December, we are up five students from November. Enrollment numbers are; 633 at the high school, 383 at the middle school, 706 at Allen W. Roberts School, 647 at Salt Brook School, with 32 out of district, totaling 2,401 students.

- 2) Dr. Miceli commented that Professional Development Day on January 16th was a success. He thanked the Board for providing the district the opportunity. He thanked Mr. Richter for coordinating the day; district-wide. Dr. Miceli thanked the administration and staff who worked to develop all the programs and for their participation.

**Presentation of Certificates of Excellence – Mr. Dibble**

Mr. Dibble commented that one of the pleasures of being a board member is giving out awards.

Will the Model United Nations Club members and advisors David Goldstein come forward.

84 students from the Model UN Club represented New Providence High School attended the annual YMCA Model UN Conference in Hershey, PA, held on the first weekend in January, 2018.

This year, New Providence High School won the most prestigious award at the conference, Premier Delegation, given to a single delegation each year. According to Alexander Wolkomir (Program Director) New Providence earned the award "due to the exceptional performance of its students and the embodiment of the character-building valued by the YMCA as observed by the staff throughout conference weekend."

This character development program (a loose interpretation of the UN in New York City) is designed to introduce students to the operation and structure of the United Nations. Students learn about world cultures, while debating issues, and practicing conflict resolution and coalition building. Moreover, students are exposed to novel ideas, make new friends develop leadership traits, and practice public speaking skills.

The NPHS Model UN Club met once a week in preparation for the final competition in early January. As part of the mock delegation, each student was given a country and committee to represent, and was asked to become an expert on a given topic by writing an essay or a brief.

Congratulations!

Mr. Smith commented that the last time we won this award was in 1994.

**Presentation of the High School Schedule: Rotating Drop- Mrs. Zirpoli, Principal, New Providence High School**

Mr. Smith commented that Mrs. Zirpoli will be presenting the Rotating Drop Schedule.

Dr. Miceli commented that as the Board knows, as well as community members, we have been working for the past two years at the high school on developing a new schedule. Mrs. Zirpoli, her staff, and the committee, has been working hard and researching various programs around the State, as well as looking at our own issues here in New Providence, to come up with a new schedule. They decided that a rotating drop schedule would be the best fit for the District. Tonight, what we would like to do, is present the new schedule to the Board, so they can see it in

as much detail as possible and ask questions. At the end of Mrs. Zirpoli's presentation, we would like a consensus from the Board on proceeding with this schedule for implementation starting 9/1/2018.

Dr. Miceli commented that he would like to especially address the lunch plan for 11th and 12th graders, allowing them to drive off campus during this period.

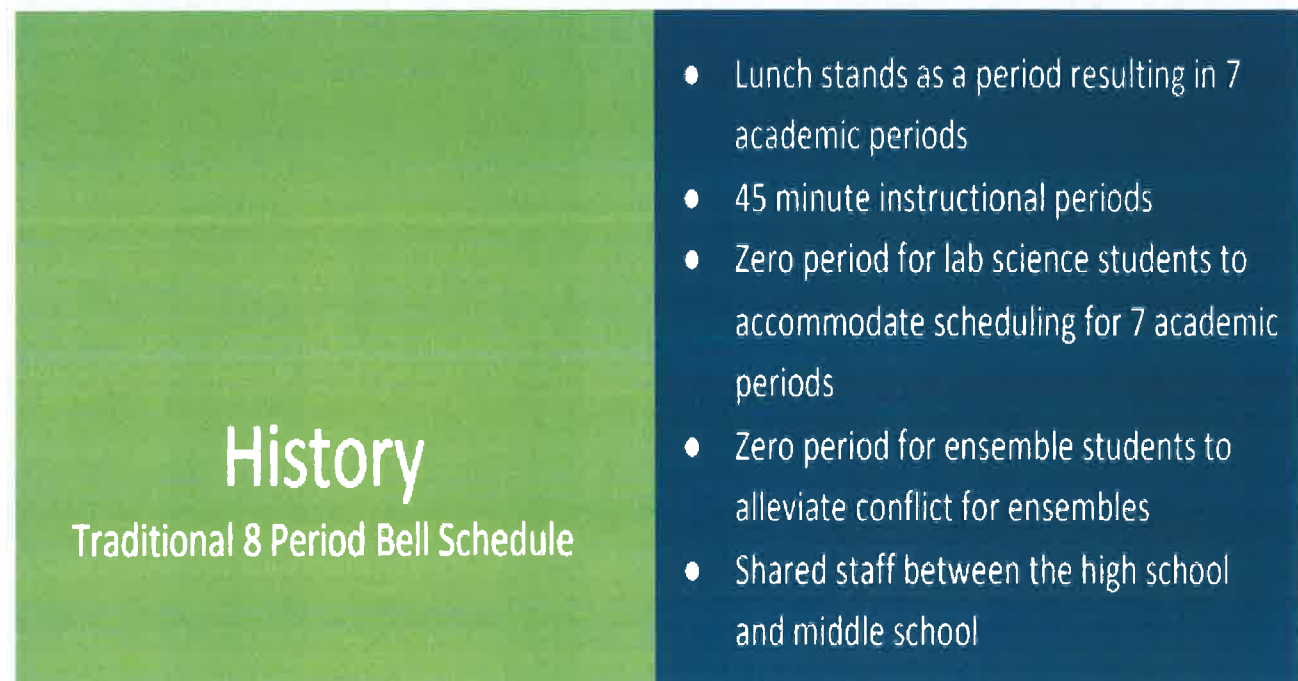
Dr. Miceli would like to open the presentation to the Board, as well as the public for comments or questions.

Dr. Miceli welcomed Mrs. Zirpoli. He thanked her for all of her time and work. This is a tremendous accomplishment, many years in the making, and he greatly appreciates it.

Mr. Smith commented that the Board will be able to ask questions as she presents, then will open the meeting to the public for comments after the presentation. Finally, the Board will poll vote whether or not it will be implemented for next school year.

Mrs. Zirpoli thanked Dr. Miceli and the Board of Education. She recognized the high school administration, teachers and guidance counselors who have been a tremendous part of putting this all together, including participating in our bell committee, as well as participating in the pilot program.

Mrs. Zirpoli presented the Rotating Drop Bell Schedule.



**History**  
Traditional 8 Period Bell Schedule

- Lunch stands as a period resulting in 7 academic periods
- 45 minute instructional periods
- Zero period for lab science students to accommodate scheduling for 7 academic periods
- Zero period for ensemble students to alleviate conflict for ensembles
- Shared staff between the high school and middle school

## Challenges of Traditional 8 Period Schedule

- Numbers have decreased for the music ensembles
- Scheduling science courses/science labs limit the master schedule
- Before and after school limitations for students to see teachers because of their other activities
- Limited flexibility for students to schedule desired courses
- Stagnant schedule
- High School graduation requirements/new course opportunities

## Plan/Timeline

- 2016/2017- Internal and external consideration of exploring an alternative bell schedule
- September/October 2017- A multi-disciplinary committee of seventeen faculty members visited:
  - Summit High School that implements a rotating drop schedule
  - Middletown South that implements an A/B block schedule
- The goal of our committee was to focus through the academic lens of changing the bell schedule as we visited these high schools
- At the conclusion of our visits, the committee chose to continue to explore changing to a rotating drop bell schedule at New Providence High School
- November 13th- 21st implemented a modified version of the rotating drop schedule for seven days
- Teachers and students were able to experience:
  - the extension of on-contact instructional time
  - the rotation of when classes took place
  - a twenty minute professional period that students could use to get extra help/visit with co-curricular advisors, take care of school business or visit the media center

## Proposed

### Rotating Drop Bell Schedule

#### Proposal- Rotating Drop Bell Schedule

##### To alleviate current challenges:

- Add an additional academic period to the school year for students in grades 9-12
- Increase the continuous instructional time (45 to 60 minutes per period) for students
- Provide greater flexibility within the master schedule for students to schedule desired courses

## Advantages- Rotating Drop Bell Schedule

- 8 true academic periods
  - Ability to schedule four additional courses (20 credits) over four years
- Continuity of instructional time- 60 minutes
- Allows more time for teachers to collaborate and prepare for classes
- Alleviates:
  - Stagnant schedule by rotating classes each day
  - Ensemble constraints by adding an additional academic period
  - Scheduling new courses by adding an additional academic period
  - Before/after school conflicts for students by the use of the professional period
  - Professional period gives clubs the opportunity to meet during the day
- Rotation of classes:
  - Assemblies, drills, and early dismissal students will rotate the classes that they may miss
  - Workflow in regards to homework will benefit students due to the dropped class in the rotation
  - Students who are habitually late to school will no longer always be late period 1

## Survey Results- Pilot Rotating Drop Schedule

### November 13th - November 21st -- New Providence High School Rotating Drop Bell Schedule Pilot

- Following our rotating drop bell schedule pilot, students, teachers and parents were surveyed on the three focus points:
  - increased instructional class time
  - rotation of class periods
  - professional period

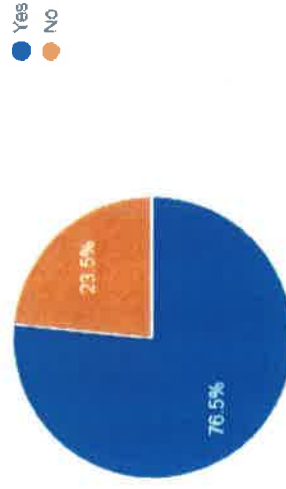
# Student Survey Results - 60% Response Rate

## Increased Instructional Class Time

Overall, 77% of students found that increased instructional class time was helpful to their learning. 85% of students rated on a likert scale from 1-5, a 3 or higher on feeling that they had more time to be engaged in the lesson. Likewise, 87% of students rated a 3 or higher on a likert scale from 1-5 that they had more time to complete projects and assignments as a result of the increased instructional class time.

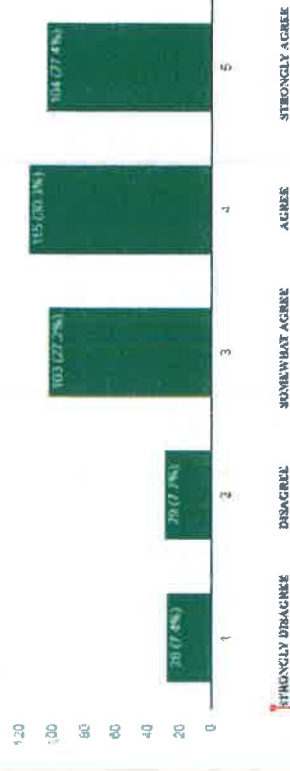
Was the increased instructional class time helpful in the delivery of instruction to you? \*

175 Responses



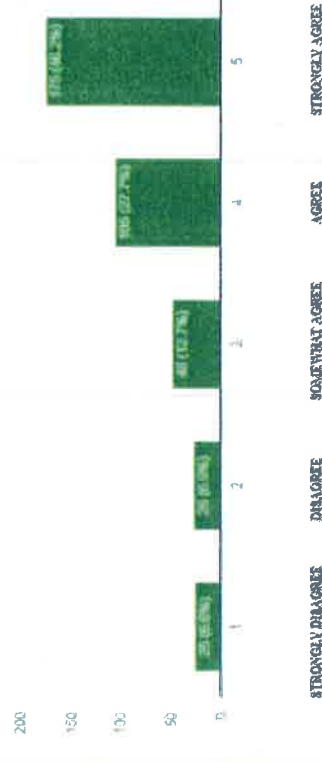
I had more time to be engaged in the lesson.

175 Responses



The increased time allowed me to complete projects/assignments more efficiently.

175 Responses



# Student Survey Results - 100% Response Rate

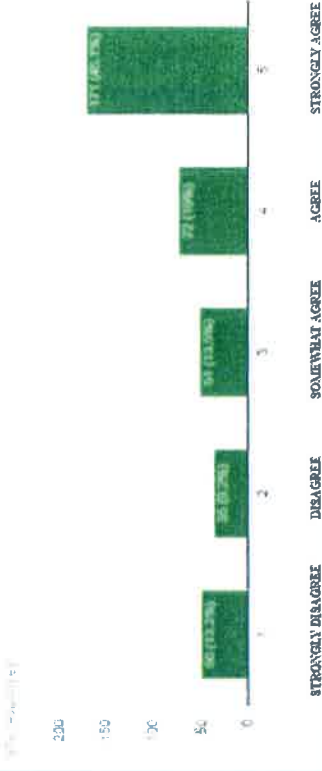
## Rotation of Class Periods

75% of students felt that the rotation of classes was beneficial to their learning. **78%** of students rated on a likert scale from 1-5, a **3 or higher** that having their class periods at different times of the day was beneficial to them. Likewise, as a result of the dropped class in the rotation, **91%** of students rated on a likert scale from 1-5, a **3 or higher** that they liked having more time to complete homework and assignments.

Was the rotation of class periods beneficial to your learning?



I liked having classes meeting at different times during the rotation.



I liked having more time to complete HW/assignments due to a class being dropped



# Student Survey Results - 60% Response Rate

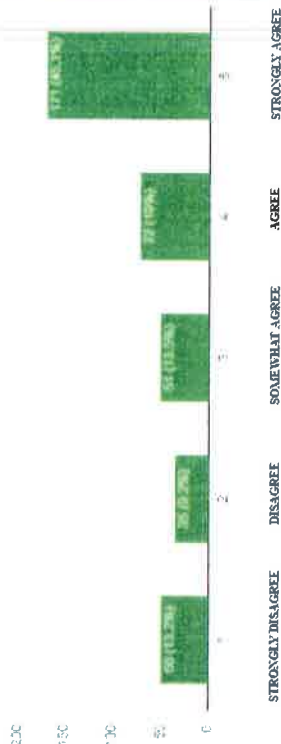
## Rotation of Class Periods

75% of students felt that the rotation of classes was beneficial to their learning. 78% of students rated on a likert scale from 1-5, a 3 or higher that having their class periods at different times of the day was beneficial to them. Likewise, as a result of the dropped class in the rotation, 91% of students rated on a likert scale from 1-5, a 3 or higher that they liked having more time to complete homework and assignments.

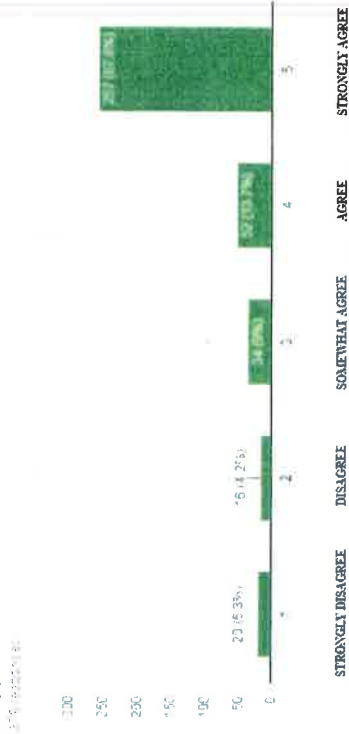
## Was the rotation of class periods beneficial to your learning?



I liked having classes meeting at different times during the rotation.



I liked having more time to complete HW/assignments due to a class being dropped

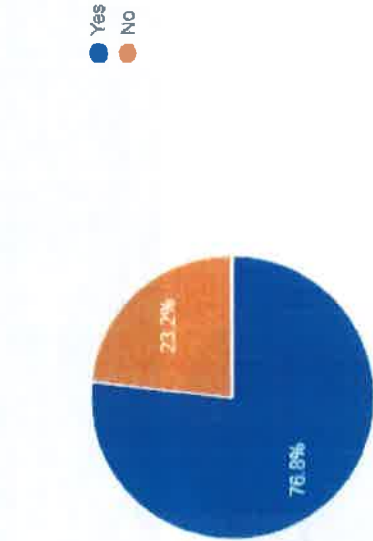


# Student Survey Results - 60% Response Rate

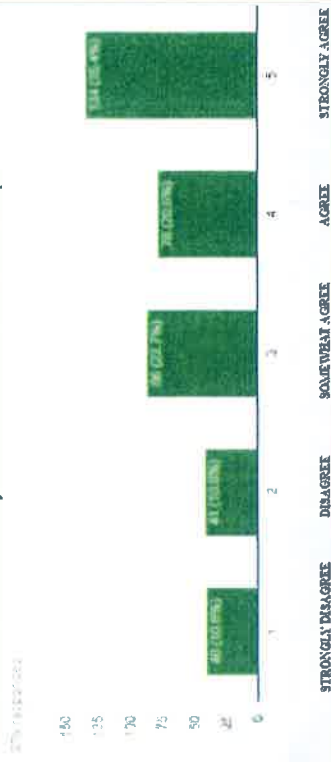
## Professional Period

77% of students found that the professional period was helpful. 79% of students rated on a likert scale from 1-5, a 3 or higher that they were able to use the time to meet with teachers for extra help and 69% of students were able to meet for extracurricular activities.

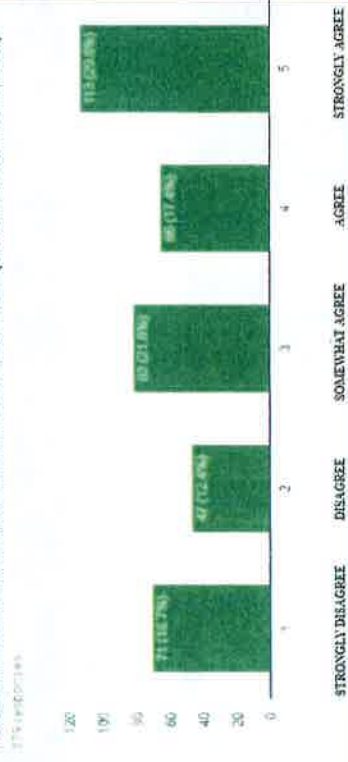
Was the professional period 11:11 AM - 11:32 AM helpful to you?



I was able to meet with my teachers and receive extra help.



I was able to meet with extra-curricula activities (coaches, advisors, etc.)



# Teacher Survey Results - 70% Response Rate

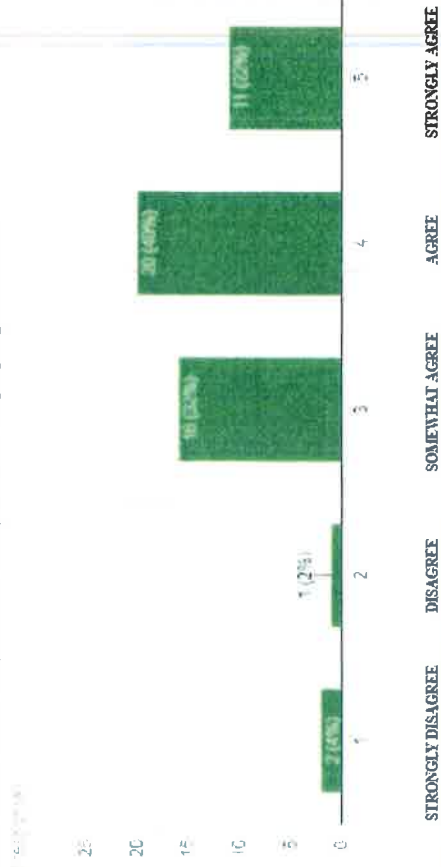
## Increased Instructional Class Time

90% of teachers felt that the increase in instructional time was helpful to the delivery of their instruction. On a likert scale from 1-5, 94% of teachers felt that they had more time to provide deeper and engaging lessons.

Was the increased instructional class time helpful in the delivery of instruction? \*



I had more time to provide deeper and engaging lessons.



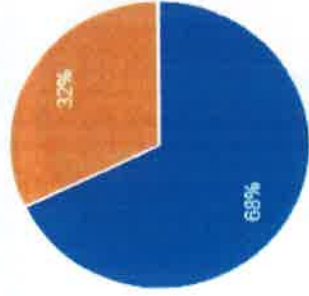
# Teacher Survey Results - 70% Response Rate

## Rotation of Class Periods

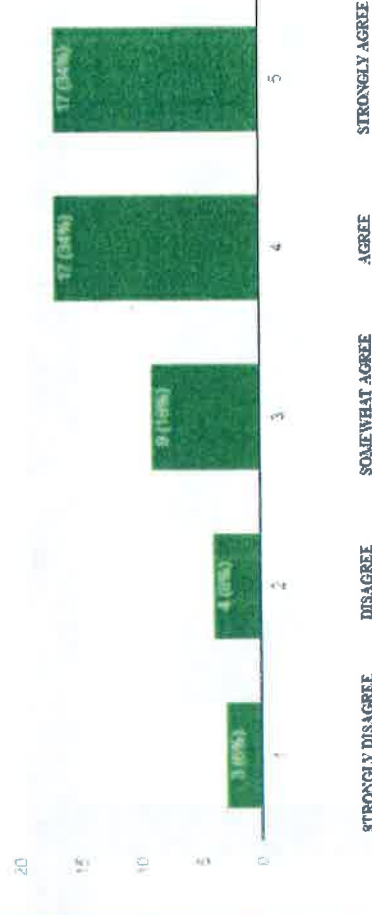
68% of teachers thought that the rotation of class periods was beneficial to their teaching with 86% of teachers rating on a likert scale from 1-5, a 3 or higher that they liked having their classes at different times during the rotation.

Was the rotation of class periods beneficial to your teaching?

● Yes  
● No



I liked having classes meeting at different times during the rotation.



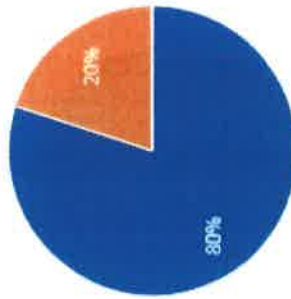
# Teacher Survey Results - 70% Response Rate

## Professional Period

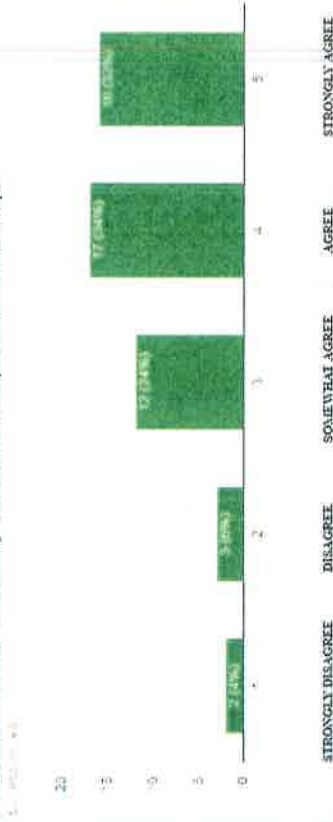
80% of teachers found the professional period helpful with 90% of teacher rating on a likert scale from 1-5, a **3 or higher** that they were able to meet with students to provide extra help. 69% of teachers rated on a likert scale from 1-5, a **3 or higher** that they were able to meet with students for extracurricular activities.

Was the professional period 11:11 AM - 11:32 AM helpful to you?

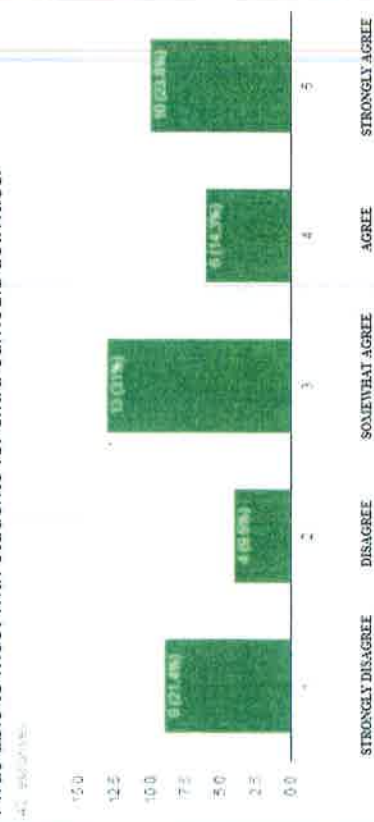
Yes No



I was able to meet with my students and provide extra help.



I was able to meet with students for extra-curricular activities.



# Teacher Survey Results - 70% Response Rate

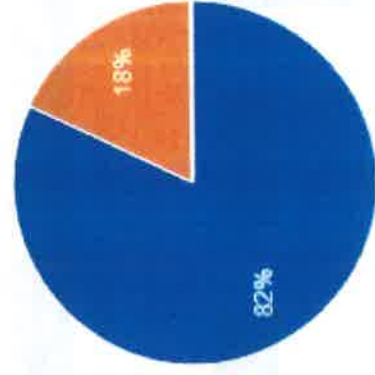
## Overall

Overall, 82% of our teachers felt that the rotating drop bell schedule was beneficial to student learning.

Overall, the rotating drop bell schedule was beneficial to student learning.

8/16/2023

Yes  
No

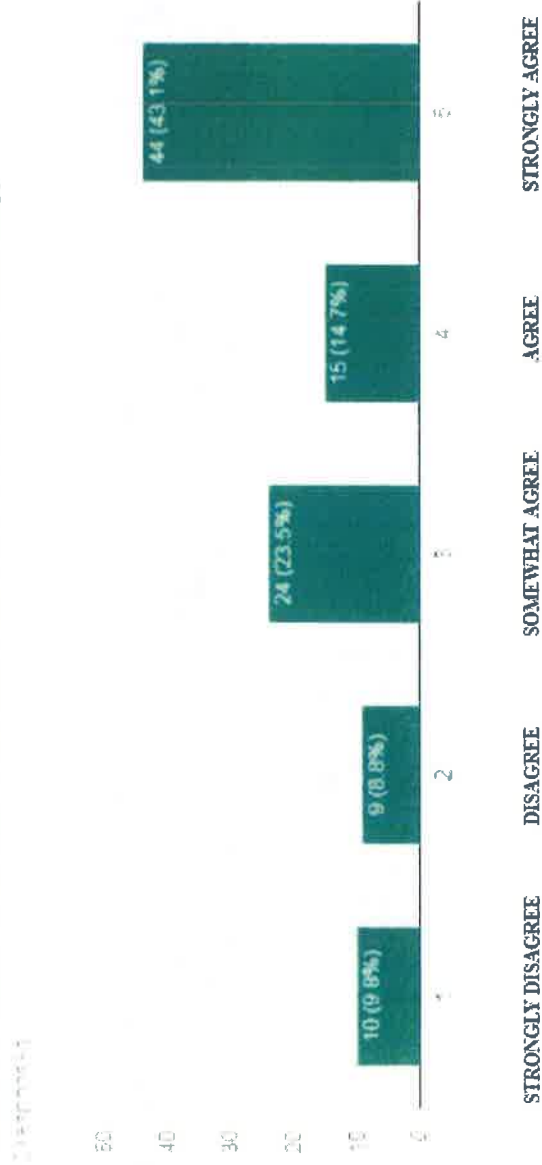


# Parent Survey Results - 16% Response Rate

## Increased Instructional Class Time

On a likert scale from 1-5, 81% of parents rated a 3 or higher that the increase in class time had a positive effect on their child's learning.

Increased class time had a positive effect on my child's learning.

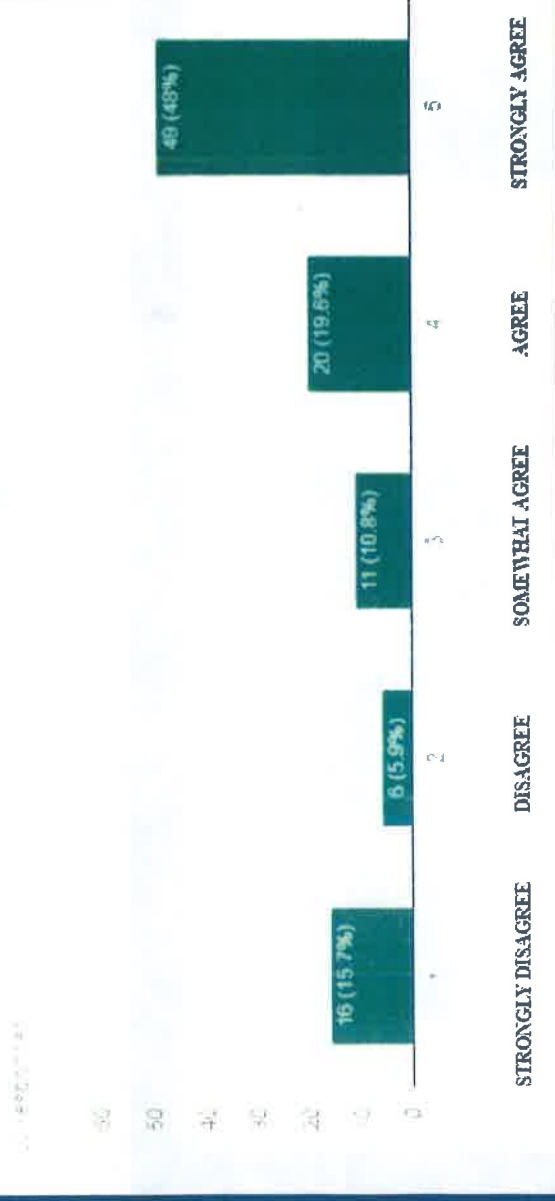


# Parent Survey Results - 16% Response Rate

## Rotation of Class Periods

78% of parents on a likert scale from 1-5 rated a 3 or higher that the rotation of classes was helpful to their child.

Rotation of classes was helpful for my child.



# Parent Survey Results - 16% Response Rate

## Professional Period

74% of parents reported on a likert scale from 1-5 rated a 3 or higher that their child used the professional period to meet with teachers for extra help and/or to meet for an extracurricular activity.

My child utilized the professional period to get extra help/meet for extra-curricula activities.



# Rotating Drop Ball Schedule

## New Providence High School

| 7:45- Teachers Report    |                          | 7:35- Teachers Report    |   |
|--------------------------|--------------------------|--------------------------|---|
| 0                        | 7:10-7:52 (42 minutes)   | 1                        | 7:44-8:44 (60 minutes)  |
| 1                        | 8:05-8:51 (46 minutes)   | 2                        | 8:47-9:47 (60 minutes)  |
| Homeroom                 | 8:51-8:56 (5 minutes)    | 3                        | 9:50 -10:50 (60 minutes) Shared MS teachers report to MS at 11:30 |
| 2                        | 9:00-9:46 (46 minutes)   | 5                        | 10:53 - 11:53 (60 minutes)  |
| 3                        | 9:51-10:37 (46 minutes)  | A LUNCH                  | 11:53-12:23 (30 minutes)  |
| 4                        | 10:42-11:28 (46 minutes) | B PROFESSIONAL           | 12:23-12:43 (20 minutes)  |
| 5                        | 11:32-12:16 (44 minutes) | A PROFESSIONAL           | 11:53-12:13 (20 minutes) OVERLAP (12:13-12:23)                    |
| 6                        | 12:20-1:04 (44 minutes)  | B LUNCH                  | 12:13-12:43 (30 minutes)  |
| 7                        | 1:08-1:52 (44 minutes)   | 6                        | 12:43-1:43 (60 minutes)   |
| 8                        | 1:56-2:40 (44 minutes)   | 7                        | 1:46-2:46 (60 minutes)  |
| 3:05- Teachers Dismissed |                          | 2:55- Teachers Dismissed |   |

# Full Rotation- Rotating Drop Bell Schedule

New Providence High School

| A                          | B                          | C                          | D                          |
|----------------------------|----------------------------|----------------------------|----------------------------|
| 1                          | 4                          | 3                          | 2                          |
| 2                          | 1                          | 4                          | 3                          |
| 3                          | 2                          | 1                          | 4                          |
| 5                          | 8                          | 7                          | 6                          |
| A LUNCH/<br>B PROFESSIONAL | A LUNCH/<br>B PROFESSIONAL | A LUNCH/<br>B PROFESSIONAL | A LUNCH/<br>B PROFESSIONAL |
| A PROFESSIONAL/<br>B LUNCH | A PROFESSIONAL/<br>B LUNCH | A PROFESSIONAL/<br>B LUNCH | A PROFESSIONAL/<br>B LUNCH |
| 6                          | 5                          | 8                          | 7                          |
| 7                          | 6                          | 5                          | 8                          |
| 4.8                        | 3.7                        | 2.6                        | 1.5                        |

# Student Schedule • Rotating Drop

- Increased instructional class time - 45 to 60 minutes
- Additional course for selection- elective course (20 credits over 4-years)
- Rotation of classes
- Lab science will wrap around physical education
- Only double-lab students would take a wrap around course

**Physical Education, Health and Safety Weekly  
Minutes Requirement- 150 minutes, Department  
of Education**

**3 X p/w @ 60 minutes= 180 minutes per week**

# Lab Science Minutes

| CURRENT LAB SCIENCE MINUTES                | PROPOSED LAB SCIENCE MINUTES   |
|--|--|
| 7 X p/w @ 45 minutes= 315 minutes          | 5 X p/w @ 60 minutes (2X per month) = 600 minutes<br>4 X p/w @ 60 minutes (2X per month) = 480 minutes |
| <b>TOTAL MONTHLY MINUTES= 1260 minutes</b> | <b>TOTAL MONTHLY MINUTES = 1080 minutes</b>  |

| Neighboring Schools             | Total Monthly Lab Science Minutes |
|---------------------------------|-----------------------------------|
| Chatham High School             | 960                               |
| Governor Livingston High School | 960                               |
| Summit High School              | 960                               |

# Sample Student Schedules- Sample Non-Lab Science Student

| EXAMPLE CURRENT SCHEDULE-<br>Non-Lab Science Student |                             |
|--|-----------------------------|
| ZERO PERIOD  | N/A                         |
| PERIOD 1   | PHYSICAL EDUCATION          |
| PERIOD 2   | BAND                        |
| PERIOD 3   | AP LANGUAGE AND COMPOSITION |
| PERIOD 4   | AP UNITED STATES HISTORY II |
| PERIOD 5   | LUNCH                       |
| PERIOD 6   | HONORS PRE-CALCULUS         |
| PERIOD 7   | FRENCH 3                    |
| PERIOD 8   | PHYSICS                     |

| EXAMPLE ROTATING DROP SCHEDULE-<br>Non-Lab Science Student |                             |
|--|-----------------------------|
| ZERO PERIOD  | ELIMINATED                  |
| PERIOD 1   | PHYSICAL EDUCATION          |
| PERIOD 2   | BAND                        |
| PERIOD 3   | AP LANGUAGE AND COMPOSITION |
| PERIOD 4   | AP UNITED STATES HISTORY II |
| PERIOD 5   | NEW CLASS                   |
| PERIOD 6   | HONORS PRE-CALCULUS         |
| PERIOD 7   | FRENCH 3                    |
| PERIOD 8   | PHYSICS                     |

# Sample Student Schedules- Sample Non-Lab Science Student

| TIME          | A                               | B                               | C                               | D                               |
|---------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|
| 7:44-8:44     | (1) Physical Education          | (4) AP United States History II | (3) AP Language and Composition | (2) Band                        |
| 8:47-9:47     | (2) Band                        | (1) Physical Education          | (4) AP United States History II | (3) AP Language and Composition |
| 9:50-10:50    | (3) AP Language and Composition | (2) Band                        | (1) Physical Education          | (4) AP United States History II |
| 10:53-11:53   | (5) NEW CLASS                   | (8) Physics                     | (7) French 3                    | (6) Honors Pre-Calculus         |
| 11:53-12:23   | Lunch                           | Lunch                           | Lunch                           | Lunch                           |
| 12:23-12:43   | Professional Period             | Professional Period             | Professional Period             | Professional Period             |
| 12:43-1:43    | (6) Honors Pre-Calculus         | (5) NEW CLASS                   | (8) Physics                     | (7) French 3                    |
| 1:46-2:46     | (7) French 3                    | (6) Honors Pre-Calculus         | (5) NEW CLASS                   | (8) Physics                     |
| DROPPED CLASS | 4, 8                            | 3, 7                            | 2, 6                            | 1, 5                            |

# Sample Student Schedules- Sample Lab Science Student

| EXAMPLE CURRENT SCHEDULE-<br>Lab Science Student |  |
|--|--|
| ZERO PERIOD                                      | PHYSICAL EDUCATION                               |
| PERIOD 1   | AP BIOLOGY                                       |
| PERIOD 2   | BAND/ LAB WRAP AROUND<br>(M.W.F- Band T.TH- Lab) |
| PERIOD 3   | AP LANGUAGE AND<br>COMPOSITION                   |
| PERIOD 4   | AP UNITED STATES HISTORY II                      |
| PERIOD 5   | LUNCH  |
| PERIOD 6   | HONORS PRE-CALCULUS                              |
| PERIOD 7   | FRENCH 3   |
| PERIOD 8   | PRINCIPLES OF ENGINEERING                        |

| EXAMPLE ROTATING DROP SCHEDULE-<br>Lab Science Student |   |
|--|---|
| ZERO PERIOD  | ELIMINATED  |
| PERIOD 1   | PRINCIPLES OF ENGINEERING                         |
| PERIOD 2   | BAND (NO WRAP AROUND)                             |
| PERIOD 3   | AP LANGUAGE AND<br>COMPOSITION                    |
| PERIOD 4   | AP UNITED STATES HISTORY II                       |
| PERIOD 5   | FRENCH 3  |
| PERIOD 6   | HONORS PRE-CALCULUS                               |
| PERIOD 7   | AP BIOLOGY/PHYSICAL<br>EDUCATION<br>(3X per week) |
| PERIOD 8   | AP BIOLOGY  |

# Sample Student Schedules- Sample Lab Science Student

| TIME          | A                               | B                               | C                               | D                               |
|---------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|
| 7:44-8:44     | (1) Principles of Engineering   | (4) AP United States History II | (3) AP Language and Composition | (2) Band<br>(No Wrap Around)    |
| 8:47-9:47     | (2) Band<br>(No Wrap Around)    | (1) Principles of Engineering   | (4) AP United States History II | (3) AP Language and Composition |
| 9:50-10:50    | (3) AP Language and Composition | (2) Band<br>(No Wrap Around)    | (1) Principles of Engineering   | (4) AP United States History II |
| 10:53-11:53   | (5) French 3                    | (8) AP Biology                  | (7) PE/Lab                      | (6) Honors Pre-Calculus         |
| 11:53-12:23   | Lunch                           | Lunch                           | Lunch                           | Lunch                           |
| 12:23-12:43   | Professional Period             | Professional Period             | Professional Period             | Professional Period             |
| 12:43-1:43    | (6) Honors Pre-Calculus         | (5) French 3                    | (8) AP Biology                  | (7) PE/Lab                      |
| 1:46-2:46     | (7) PE/Lab                      | (6) Honors Pre-Calculus         | (5) French 3                    | (8) AP Biology                  |
| DROPPED CLASS | 4, 8                            | 3, 7                            | 2, 6                            | 1, 5                            |

# Sample Student Schedules- Sample Double-Lab Science Student

| EXAMPLE CURRENT SCHEDULE<br>Double-Lab Science Student |  |
|--|--|
| ZERO PERIOD  | PHYSICAL EDUCATION                               |
| PERIOD 1   | AP BIOLOGY                                       |
| PERIOD 2   | BAND/ LAB WRAP AROUND<br>(M.W.F- Band T.TH- Lab) |
| PERIOD 3   | AP LANGUAGE AND COMPOSITION                      |
| PERIOD 4   | AP UNITED STATES HISTORY II                      |
| PERIOD 5   | LUNCH  |
| PERIOD 6   | HONORS PRE-CALCULUS                              |
| PERIOD 7   | DRAWING/PAINTING LAB<br>- WRAP AROUND            |
| PERIOD 8   | AP PHYSICS                                       |
| NO WORLD LANGUAGE                                      |  |

| EXAMPLE ROTATING DROP SCHEDULE<br>Double-Lab Science Student |  |
|--|--|
| ZERO PERIOD  | ELIMINATED   |
| PERIOD 1   | AP BIOLOGY   |
| PERIOD 2   | *BAND/ LAB WRAP AROUND                             |
| PERIOD 3   | AP LANGUAGE AND COMPOSITION                        |
| PERIOD 4   | AP UNITED STATES HISTORY II                        |
| PERIOD 5   | (NEW CLASS)  |
| PERIOD 6   | HONORS PRE-CALCULUS                                |
| PERIOD 7   | AP PHYSICS LAB/PHYSICAL EDUCATION<br>(3X per week) |
| PERIOD 8   | AP PHYSICS   |
| WORLD LANGUAGE- NEW CLASS FRENCH 3                           |  |

# Sample Student Schedules- Sample Double-Lab Science Student

| TIME          | A                               | B                               | C                               | D                               |
|---------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|
| 7:44-8:44     | (1) AP Biology                  | (4) AP United States History II | (3) AP Language and Composition | (2) Band<br>Lab Wrap Around     |
| 8:47-9:47     | (2) Band<br>Lab Wrap Around     | (1) AP Biology                  | (4) AP United States History II | (3) AP Language and Composition |
| 9:50-10:50    | (3) AP Language and Composition | (2) Band<br>Lab Wrap Around     | (1) AP Biology                  | (4) AP United States History II |
| 10:53-11:53   | (5) French 3<br>(New Class)     | (8) AP Physics                  | (7) PE/Lab                      | (8) Honors Pre-Calculus         |
| 11:53-12:13   | Professional Period             | Professional Period             | Professional Period             | Professional Period             |
| 12:13-12:43   | Lunch                           | Lunch                           | Lunch                           | Lunch                           |
| 12:43-1:43    | (6) Honors Pre-Calculus         | (5) French 3<br>(New Class)     | (8) AP Physics                  | (7) PE/Lab                      |
| 1:46-2:46     | (7) PE/Lab                      | (6) Honors Pre-Calculus         | (5) French 3<br>(New Class)     | (8) AP Physics                  |
| DROPPED CLASS | 4, 8                            | 3, 7                            | 2, 6                            | 1, 5                            |

### Additional Information

- 96% of students have entered their desired courses for the 2018-2019 school year
- No additional staffing needed with the addition of an 8th academic period
- Master schedule will be built to have the least amount of individual conflicts
- In a given year, a student may still experience an individual conflict

Mrs. Zirpoli welcomed any comments or questions.

Mr. Krauss thanked Mrs. Zirpoli for her presentation and commented that he is in favor of the rotating-drop schedule. He commented that what we now have scheduled students with zero period that receive instruction 6 hour days and students without zero period that have 5 hours and 15 minutes. This is the lowest in the State. This new schedule will be moving everyone to a 6 hours of instruction per day. Most students will be going to school earlier and leaving later, spending 27 minutes more in the classrooms. He commented that this will work because we are reducing Physical Education time and reducing time between classes by one minute. He commented that even cutting zero period, Physical Education time, we will still be within State requirements.

Mr. Krauss commented that Mrs. Zirpoli did an excellent job and this is an excellent proposal.

Mr. Dinerman thanked Mrs. Zirpoli for all her time. He commented that he has seen the proposed schedule several times and in the beginning he didn't understand what the change would be on the Science/Lab time. He clarified that currently students were spending more time setting up for lab before the actual instructional time. This schedule eliminates setting up time and adds instructional time, going from 5 days at 45 minutes to 4 days at 60 minutes. Students will actually be learning more, and setting up less for labs.

Dr. Miceli asked Mrs. Zirpoli to elaborate on the professional period time.

Mrs. Zirpoli commented that what they had observed during the pilot program on the professional period. They had meetings with all of the classes prior to the pilot program to explain exactly what was going to happen and spoke directly about the professional period because it was something very new to them.

Mrs. Zirpoli commented that professional time will give students the opportunity to:

1. To get extra help, teachers will be in their classrooms
2. Take care of school business (athletics, transcripts, guidance, main office, etc.)
3. Meet with co-curricular advisors, clubs and/or athletic team meetings
4. Media Center time

Mrs. Zirpoli commented, at first, the students did not know what to do during the professional period. We explained to them that it is time for them to do in the middle of the day what they would do at the beginning or end of the day.

Mr. Smith asked about open lunch for juniors and seniors, with regards to leaving campus. Are we asking for parent's consent?

Mrs. Zirpoli commented that all seniors currently have open lunch all year. The juniors can ask her after spring break, if they can be allowed off campus. There is a contract that the students and parents must sign before they can participate in open lunch. We would have to add something on the contract specifying driving off campus. The students will have to sign in and out for open lunch.

Dr. Miceli commented that he sought advice from Counsel and they informed him that we should be fine. District policy addresses the open lunch. Once we incorporate the driving part in the agreement and have consent from parents, there should be no issues. Other districts have no issues.

Mr. Krauss commented that there are less juniors that have licenses, therefore, will cafeteria overflow be a concern?

Mrs. Zirpoli commented that there is a 75 seat buffer for each of the lunches. She has a meeting scheduled with Pomptonian Food Service. They have a lot of experience with neighboring schools. Berkeley Heights has lunch in the cafeteria and some go to the gym. In Summit High School, some are in the cafeteria, in the gym, and in the hallways, they have a total open campus. We would be able to house all of our students currently in the cafeteria, and Pomptonian will also be able to accommodate all of our students.

Mr. Dibble asked how long do students have in double lab sciences and PE?

Mrs. Zirpoli commented that on days they have lab, they have 120 instructional minutes, and 60 PE minutes. This represents a wrap around schedule.

Mr. Smith commented from a staff perspective, staff will now have 30 minutes for lunch, and the other 20 minutes, they will have to be available for students.

### **Public Comments**

Mr. Smith opened the meeting for public comments on specific agenda items at 8:19 p.m.

#### **Susan Colby, New Providence Resident:**

Mrs. Colby was concerned about driving during lunch for juniors and seniors. She is concerned that they will be driving with groups of kids in a car. Currently, they are not allowed to drive during lunch.

Mr. Smith commented that they are only suppose to drive with one other passenger in the car.

Dr. Miceli commented that this schedule will continue to evolve. A senior who will not need his or her professional time, which is 20 minutes, will have a total of 50 minutes for lunch.

**Kate Forbes, New Providence Residence:**

Mrs. Forbes commented that this is a big opportunity for students. Her son will be able to take STEM classes, which is a great opportunity for him. Driving in groups is not allowed, but it happens outside of school. This is a great and wonderful schedule for the students, additional classes for them and leaving campus is fine with her. There will always be issues, but this schedule is great.

Mrs. Forbes commented that there will be a major fundraising event for the court yard to be renovated, so students will want to stay on campus. On March 23, 2018, there is a Tricky Tray to raise money for this project.

**Natalie McPoland, New Providence Residence:**

Mrs. McPoland thanked the Board for considering this schedule. She commented that she has and 8th grader who wants to go to Magnet School. She is trying to convince her to stay at NPHS. She is a poster child for an academic/music student. This is what she needs.

There being no other comments, Mr. Smith closed the portion of the meeting at 8:26 p.m.

Mr. Smith asked for consensus from the Board on the Rotating-Drop Schedule.

All Board members gave full support to move forward on the Rotating-Drop schedule for 2018/2019 school year.

**APPROVAL OF MINUTES**

Mr. Dinerman moved to approve the minutes as follows:

|                  |                   |
|------------------|-------------------|
| Business Meeting | December 14, 2017 |
| Closed Session   | December 14, 2017 |

Seconded by: Mrs. Cuccaro  
Roll Call Vote:

Yea Mrs. Cuccaro

Yea Mr. Krauss

Yea Mr. Dibble

Yea Mrs. Misiukiewicz

Yea Mr. DinermanYea Mr. SmithAbstain Mr. Walsh**ACTION ITEMS****FINANCE ACTION**

Mr. Krauss, Committee Chairperson, moved to approve Items 1 through 7 as listed below:

**Transfers for 2017/2018 Approved**

1. Ratify the action of the Superintendent in making the following transfers for the 2017/2018 school year.

**December 2017**

From:

| Account        | Description                    | Amount             |
|----------------|--------------------------------|--------------------|
| 11-000-100-566 | Tuition- Private Schools in NJ | \$35,600.00        |
| 11-000-251-100 | Salaries, Business Office      | 366.00             |
| 11-000-270-512 | Contracted Services- Trans.    | 4,500.00           |
| 11-000-270-515 | Contracted Services- Trans.    | 6,000.00           |
|                |                                | Total: \$46,466.00 |

To:

| Account        | Description                   | Amount             |
|----------------|-------------------------------|--------------------|
| 11-000-251-199 | Salaries, Unused Vacation Pay | \$366.00           |
| 11-000-270-162 | Salaries, Transportation      | 8,500.00           |
| 11-000-270-615 | General Supplies              | 2,000.00           |
| 11-000-291-299 | Unused Sick Day Payments      | 27,400.00          |
| 11-150-100-320 | Purchased Prof. Services      | 8,200.00           |
|                |                               | Total: \$46,466.00 |

**Board Secretary/Treasurer Report Approved**

2. After review, we hereby accept the Board Secretary and Treasurer reports for

December, 2017. There is no major account or fund which has been overexpended in violation of financial obligations for the remainder of the fiscal year.

**January Bill's list Approved**

3. Approve the payment of bills listed for January 2018, in the amount of \$5,785,174.47.

**NPHS Class of 1960 Walter McCarthy and Edward Eieder Memorial Scholarship Fund Accepted**

4. Accept the generous donations to the New Providence High School Class of 1960 Walter McCarthy and Edward Lieder Memorial Scholarship Fund in the total amount of \$1,857.00.

**NJASBO and Dr. Edward W. Kilpatrick Scholarship Fund Resolution Approved**

5. Approve the following resolution:

**Whereas**, the New Providence Board of Education, by resolution duly adopted on November 18, 1993, accepted property donated through the NJASBO to establish a higher education scholarship fund and established the Dr. Edward W. Kilpatrick Scholarship Fund; and

**Whereas**, the aforesaid resolution established a scholarship fund for the purpose of recognizing and providing financial assistance to graduates of the New Providence School District for higher education; and

**Whereas**, NJASBO has recently agreed that whenever the interest earned on the principal of the donated property is insufficient to award an annual scholarship, the District utilize the principal to make up the difference, notwithstanding the possible depletion of principal in such event;

**Now, Therefore, Be It Resolved**, that the Board of Education hereby authorizes the School Business Administrator/Board Secretary, as custodian of the donated property, to manage the donated funds for awarding higher education scholarships in accordance with this resolution.

**Mr. Trezza Generous Donation to the Drive for Autism Foundation Approved**

6. Approve the generous donation from Mr. Trezza, of the Drive for Autism

Foundation, in the amount of \$1,500.00, to be used to purchase Hokki stools at Salt Brook School.

**(EXHIBIT A)**

**Voided Check Approved**

7. Approve the following voided check:

Voided

| <u>Check #</u> | <u>Date</u> | <u>Amount</u> | <u>Account Number</u> |
|----------------|-------------|---------------|-----------------------|
| 350882         | 12/14/17    | \$200.00      | 11-000-240-580-01     |

Seconded by: Mrs. Misiukiewicz  
Roll Call Vote:

Yea Mrs. Cuccaro

Yea Mr. Krauss

Yea Mr. Dibble

Yea Mrs. Misiukiewicz

Yea Mr. Dinerman

Yea Mr. Smith

Yea Mr. Walsh

**FACILITIES ACTION**

Mr. Krauss, Committee Chairperson, approve Item 3 as listed below:

**Disposal of One Mobile Laptop Cart at AWR Approved**

1. Approve the disposal of (1) one Mobile Laptop Cart at Allen W. Roberts School that is broken and in disrepair and no longer necessary for school use.

**(EXHIBIT B)**

**Disposal of Technology Equipment Approved**

2. Approve the disposal of the attached list of technology equipment that is either broken, unrepairable, outdated and no longer deem necessary for school use.

**(EXHIBIT C)**

**Disposal of Outdated Textbooks Approved**

3. Approve the disposal of the attached list of outdated textbooks, which are older

than ten years, have been replaced, no longer align with the current state standards, and are therefore, no longer deemed necessary for school use.

**(EXHIBIT D)**

Seconded by: Mr. Dinerman

Roll Call Vote:

Yea Mrs. Cuccaro

Yea Mr. Krauss

Yea Mr. Dibble

Yea Mrs. Misiukiewicz

Yea Mr. Dinerman

Yea Mr. Smith

Yea Mr. Walsh

### **EDUCATION ACTION**

Mr. Dinerman, Committee Chairperson, approve Items 1 through 8 as listed below:

#### **2017/2018 HIB Investigations Approved**

1. Per the 2011 Anti-Bullying Bill of Rights Act, approve the recommendations of the Superintendent regarding the following 2017/2018 Harassment, Intimidation, and Bullying investigations:

| <u>School</u>  | <u>Incident Report Number(s)</u> |
|----------------|----------------------------------|
| High School:   | 7                                |
| Middle School: | 9 and 10                         |

#### **Uniform State Memorandum of Agreement--2015 Revisions Adopted**

2. Adopt the Uniform State Memorandum of Agreement--2015 Revisions.

#### **2018/2019 School Calendar Approved**

3. Approve the 2018/2019 school calendar. **(EXHIBIT E)**

#### **Submission and acceptance of the Fiscal Year 2017/2018 Every Student Succeeds Act Consolidated Grants Applications Amendment Approved**

4. Approve the submission and acceptance of the Fiscal Year 2017/2018 Every Student Succeeds Act Consolidated Grant Application Amendment for Title IA, Title

IIA, Title III Immigrant, and Title IVA funds totaling \$192,204, for the period 7/1/17 through 6/30/18.

**Textbook Adoption Approved**

5. Approve the following textbook adoption as per Superintendent's Memo #4 in the hands of each Board member:
  - a. Sentieri 2e Student Edition (SCH) + Supersite Plus--vText (Online)  
(World Language--Italian 1-3)

**Live Streaming MOU between the NPBOE and the Borough of New Providence Police Department, effective 1/1/18 thru 6/30/18 Approved**

6. Approve the Live Streaming Memorandum of Understanding between the New Providence Board of Education and the Borough of New Providence Police Department, effective 1/1/18 thru 6/30/18.

**Live Streaming MOU between the NPBOE and the New Providence, Summit, and Millburn Emergency Services Dispatch Center, effective 12/1/17 thru 6/30/18 Approved**

7. Approve the Live Streaming Memorandum of Understanding between the New Providence Board of Education and the New Providence, Summit, and Millburn Emergency Services Dispatch Center, effective 12/1/17 thru 6/30/18.

**Additional Field Ttrip Destination**

8. Approve the additional field trip destination for the 2017-2018 school year in accordance with N.J.A.C. 6A:23A-5.8:

Morristown Municipal Airport, 8 Airport Road, Morristown, NJ 07960

Seconded by: Mrs. Cuccaro

Dr. Miceli commented on #6 and #7. This is tied to the existing MOA. He commented that the past summer, a new law was passed requiring an additional MOA to specify what the share service looks like, who is responsible, the particular plan in accessing our cameras, and what plan they have if unauthorized access occurred.

Dr. Miceli commented on the 2018/2019 school calendar. Upon approval this evening, he will descimenate the school calendar to the community.

Roll Call Vote:

       Yea        Mrs. Cuccaro

       Yea        Mr. Krauss

Yea Mr. Dibble

Yea Mrs. Misiukiewicz

Yea Mr. Dinerman

Yea Mr. Smith

Yea Mr. Walsh

### **PERSONNEL ACTION**

Mrs. Cuccaro, Committee Chairperson, approve Items 1 through 6 as listed below:

#### **2017/2018 Appointments Approved**

1. Approve the appointment of the following people with the recommendation of the Superintendent of Schools subject to the requirements of Chapter 116 of P.L. 1986 for the 2017/2018 school year:
  - a. Kelsie Kreitz, substitute teacher
  - b. Mary Davidson, substitute teacher
  - c. Michael Criscitello, boys lacrosse, first assistant, \$5,813
  - d. James Siracusa, boys lacrosse, second assistant, \$4,982
  - e. Robert Romeo, game worker
  - f. James Vopal, 5<sup>th</sup> grade, PARCC remediation class instructor: March thru April (after school), 10 hours, @ \$54.87/hr
  - g. Joanne Catlett, 5<sup>th</sup> grade, PARCC remediation class instructor: March thru April (after school), 10 hours, @ \$54.87/hr
  - h. Rebecca Ratner, 4<sup>th</sup> grade, PARCC remediation class instructor: March thru April (after school), 10 hours, @ \$54.87/hr

#### **Resignation Accepted**

2. Accept the resignation of the following employee:
  - a. Ellen Hickman, secretary, effective 3/31/18, due to retirement

#### **Revisions for the 2017/2018 School Year Approved**

3. Approve the following revisions for the 2017/2018 school year:
  - a. Michele Shivers, from secretary II ( base \$42,772), to secretary I (base \$46,194), effective 4/1/18
  - b. Elena Coppola, from secretary II (base \$39,366), to secretary I (base \$42,474), effective 2/1/18

#### **Appointments for the 2017/2018 School Year Recinded**

4. Rescind the following appointments for the 2017/2018 school year:

- a. Byron Tracey, spring track, first assistant (girls)
- b. Michael Criscitello, boys lacrosse, second assistant
- c. James Siracusa, boys lacrosse, first assistant

**Unpaid Maternity Leave for Marla Malinauskas Approved**

- 5. Approve the request for unpaid maternity leave for Marla Malinauskas, teacher, under state and federal Family Leave Acts for the period commencing 4/26/18 and ending 6/8/18 with continued health insurance benefits pursuant to law. (Based on 3/29/18 due date. Dates subject to adjustment by actual birth.)

**Appointment of Scott Hough as the New Providence School District School Safety Specialist, effective 1/17/18, for the 2017/2018 school year Approved**

- 6. Approve the appointment of Scott Hough as the New Providence School District School Safety Specialist, effective 1/17/18, for the 2017/2018 school year.

Seconded by: Mr. Dinerman

Dr. Miceli recognized Mrs. Ellen Hickman, secretary at Salt Brook School, for her fifteen years of service. We thank her for her service to the District. He congratulated Mrs. Hickman on her retirement.

Dr. Miceli congratulated Mrs. Shivers and Mrs. Coppola on their promotion to Secretary I positions, due to other staff member's retirements.

Roll Call Vote:

|                         |                              |
|-------------------------|------------------------------|
| <u>Yea</u> Mrs. Cuccaro | <u>Yea</u> Mr. Krauss        |
| <u>Yea</u> Mr. Dibble   | <u>Yea</u> Mrs. Misiukiewicz |
| <u>Yea</u> Mr. Dinerman | <u>Yea</u> Mr. Smith         |
| <u>Yea</u> Mr. Walsh    |                              |

**BOARD POLICY**

Mr. Krauss, Committee Chairperson, moved to approve Items 1 and 2 as listed below:

- 1. Approve the following Policies on second reading:

**Bylaws and Policies:**

Policy 2340

Field Trips

(Revised)

(Recommended)

(Mr. Krauss)

Policy 5756

Transgender Identity and Expression (Revised)

(Recommended)

(Mr. Krauss)

**Administrative Regulations:**

Regulation 2340

Field Trips

(Revised)

(Recommended)

(Mr. Krauss)

2. Approve the following Policies and Regulations on first reading:

**Bylaws and Policies:**

Policy 3418

Substitute Compensation

(Revised)

(Recommended)

(Mr. Krauss)

Policy 7440

School District Security

(Revised)

(Mandated)

(Mr. Krauss)

Policy 7441

Electronic Surveillance in School Buildings and  
on School Grounds

(Mandated)

(Mr. Krauss)

(Revised)

Policy 8630

Bus Driver/Bus Aide Responsibility

(Revised)

(Mandatory)

(Mr. Krauss)

Policy 9242

Use of Electronic Signatures

(New)

(Recommended)

(Mr. Krauss)

**Administrative Regulations:**

Regulation 5460.1

High School Transcripts

(Revised)

(Mandatory)

(Mr. Krauss)

Regulation 7440

School District Security

(Revised)

(Mandatory)

(Mr. Krauss)

Regulation 7441

Electronic Surveillance in School Buildings and  
on School Grounds

(Mandatory)

(Mr. Krauss)

(Revised)

Regulation 8630  
(Mandatory)

Emergency School Bus Procedures  
(Mr. Krauss)

(Revised)

Seconded by: Mr. Dinerman

Mr. Krauss commented that the policies and regulations being approved have minor updates and revisions. The substitute compensation for teacher aides is increasing due to having a difficult time finding aides to substitute.

Roll Call Vote:

Yea Mrs. Cuccaro

Yea Mr. Krauss

Yea Mr. Dibble

Yea Mrs. Misiukiewicz

Yea Mr. Dinerman

Yea Mr. Smith

Yea Mr. Walsh

### **Committee Reports**

#### **Curriculum, Instruction and Technology**

Mr. Dinerman, Committee Chairperson, commented that Mrs. Zirpoli did a great job. He had nothing new to report this evening. He commented that Mr. Richter will be presenting the Curriculum report at the February 22nd meeting.

#### **Finance, Facilities and Safety/Security**

Mr. Krauss, Committee Chairperson, commented there is approximately \$1.1M left after the bond projects were completed. Dr. Miceli and Mr. Testa reviewed items that need to be addressed this summer based on feedback from the principals and after meeting with committee.

Mr. Testa commented on a few areas where some renovations are needed. They were:

- Fencing at AWR
- Building automation system upgrade for all District schools
- Stem room flooring at the HS
- Boys/Girls weight and locker rooms at the HS/MS
- Painting and replacing mats in the middle school gym
- Miller Field renovation ( Baseball field dug-outs and fencing) at the HS/MS

Mr. Smith asked what's the next step?

Mr. Testa commented that the Board should review the list. We will get quotes from the architect for some of the projects that have estimates at this point.

Mr. Smith commented that the Board should review the list that Mr. Testa sent and will discuss it at the next meeting. Most of the items were part of the initial plans.

Mr. Krauss commented that Mr. Testa is working on the 2018/2019 budget, so the committee will be meeting soon.

Personnel, Management and Communication

Mrs. Cuccaro, Committee Chairperson, commented that the committee is meeting soon. She commented that parents received applications for nominations for Teacher of the Year.

**OLD BUSINESS**

Mr. Smith commented on the Superintendent's Forum- Athletics/Co-Curricular. It was very well attended with lively discussions. As result of the meeting, an ad-hoc committee was created with Mrs. Misiukiewicz as committee chair and Mr. Walsh and Mrs. Cuccaro as committee members. The committee will discuss issues and report to the Board.

**NEW BUSINESS**

Mr. Testa reviewed the 2018/2019 School Budget timeline in detail.

**PUBLIC COMMENTS**

Mr. Smith opened the meeting to the public at 8:43 p.m.

There were no comments.

Mr. Smith, Board President, declared the public portion of the meeting closed at 8:43 p.m.

**CLOSED SESSION**

Mr. Krauss moved to adopt the following resolution:

This body shall on January 22, 2018, in the New Providence High/Middle 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
- Personnel
- Student Matters
- Negotiations

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.

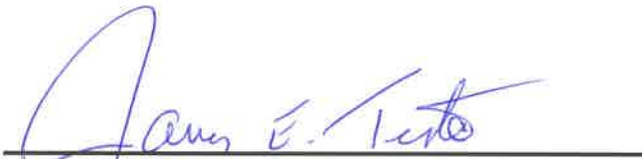
Mr. Dinerman seconded the motion, which was carried unanimously.

**RETURN TO PUBLIC SESSION**

The Board reconvened to public session at 9:18 p.m. Mr. Smith called the Board to order.

Members present were Mrs. Cuccaro, Mr. Dibble, Mr. Dinerman, Mr. Krauss, Mrs. Misiukiewicz, Mr. Smith and Mr. Walsh.

There being no other business before the Board, on a motion by Mr. Krauss, seconded by Mrs. DMisiukiewicz, and carried unanimously, Mr. Smith declared the meeting adjourned at 9:19 p.m.



James E. Testa  
School Business Administrator/Board Secretary  
1/22/18