

WEST ORANGE BOARD OF EDUCATION
Public Board Meeting - 8:00 p.m. – January 27, 2014
West Orange High School
51 Conforti Avenue

Final Agenda

I. ROLL CALL OF THE MEMBERS AND PLEDGE OF ALLEGIANCE

II. NOTICE OF MEETING:

Please take notice that adequate notice of this meeting has been provided in the following manner:

- A. That a written notice was sent from the Office of the Secretary of the Board at 4:00 p.m. on January 7, 2014.
- B. That said notice was sent by regular mail to the West Orange Township Clerk and the Editors of the West Orange Chronicle and the Star-Ledger.
- C. That said notice was posted in the lobby of the Administration Building of the Board of Education.

III. CONSIDERATION OF THE CLOSED AND PUBLIC MEETING MINUTES OF January 6 and 13, 2014 (Att. #1)

IV. QUESTIONS FROM THE PUBLIC ON AGENDA ITEMS

V. SUPERINTENDENT'S AND/OR BOARD'S REPORTS

- A. St. Cloud Presentation
- B. Second Reading of the Following Board Policies:

Principal Evaluation	2130.00
Evaluation of Teaching Staff Members	4116.00

VI. REPORTS, DISCUSSIONS, AND RECOMMENDATIONS

A. PERSONNEL

1. Resignations

- a.) Superintendent recommends approval of the following resignation(s):

Rachel Lewison, Part-time Instructional Aide, Pleasantdale School, effective retroactive to 1/9/14

Chari Wilson, Part-time Instructional Aide, Pleasantdale School, effective retroactive to 1/7/14

Emily Gross, 1:1 Instructional Aide, Roosevelt School, effective retroactive to 1/1/14

Christine Kavanaugh, Guidance Counselor, Redwood School, for retirement purposes, effective 7/1/14

Janet Wysocki, School Nurse, School Nurse, Redwood School, for retirement purposes, effective 7/1/14

2. Appointments

- a.) **Superintendent recommends approval of the following appointment(s) at the appropriate contractual rates:**

Barbara Piparo-Walls, Director of Personnel, Director's Guide-9 \$145,639.80, effective 5/1/14, or as soon as possible (replacement)

Joseph Degrazio, Utility Foreman, Buildings and Grounds Department, \$53,000, effective 2/10/14 (replacement)

Camilia Anka, Language Arts Teacher, WOHS, MA-5, \$55,472, effective retroactive to 1/2/14 (replacement)

Catherine Connors, Biology Teacher, WOHS, MA-1, \$53,861, effective retroactive to 1/6/14 (replacement)

Colleen Tierney, Resource Room Teacher, Roosevelt School, MA-2, \$54,257, effective retroactive to 1/2/14 (replacement)

Kathryn Beegle, Special Education Mathematics Teacher, Roosevelt School, BA-1, \$50,440, effective 2/3/14 (replacement)

Maheen Ahmad, English Teacher, Edison School, BA-1, \$50,440, effective 2/3/14 (replacement)

Deborah Mitchell, Grade 3 Teacher, Mt. Pleasant School, BA-1, \$50,440, effective 1/28/14 (replacement)

Demond Cook, 1:1 Instructional Aide, Redwood School, BA-1, \$27,469, effective retroactive to 1/2/14 (additional)

Jenna Sardone, 1:1 Instructional Aide, Roosevelt School, BA-1, \$27,469, effective retroactive to 1/6/14 (replacement)

Karissa Carsten, Grade 7 Science Teacher, Liberty School, maternity leave replacement, BA-1, \$252.20 per diem, effective retroactive to 1/6/14-6/18/14 (replacement)

Jacqueline Gonzales, Special Education Teacher, Pleasantdale School, maternity leave replacement, BA-1, \$252.20 per diem, effective retroactive to 12/18/13-4/7/14 (replacement)

Anne Kehoe, Grade 1 Teacher, St. Cloud School, maternity leave replacement, MA-1, \$269.30 per diem, effective 3/3/14-6/18/14 (replacement)

Emily Gross, Resource Room Teacher, Roosevelt School, maternity leave replacement, BA-1, \$252.20 per diem, effective retroactive to 1/2/14 (replacement)

Sara Dankosky, Kindergarten Teacher, Gregory School, maternity leave replacement, BA-1, \$252.20 per diem, effective 1/27/14-6/18/14 (replacement)

Diane Johnson Curry, Guidance Counselor, WOHS, maternity leave replacement, MA-1, \$269.30 per diem, effective 2/3/14-6/18/14 (replacement)

Michael Ince, Guidance Counselor, Roosevelt School, medical leave replacement, MA-1, \$269.30 per diem, effective 1/28/14-4/14/14 (replacement)

Michael Teloski, English Teacher, Roosevelt School, maternity leave replacement, BA-1, \$252.20 per die, effective 1/27/14-6/18/14 (replacement)

Toni Rodriguez, General Education Aide, Redwood School, BA-3, \$28,093, effective retroactive to 1/2/14 (additional)

Edward Bejian, Part-time Instructional Aide, Pleasantdale School, BA-1, \$22.89/hour, not to exceed 20 hours/week, effective retroactive to 1/2/14 (additional)

Gabrielle Tino, Part-time Instructional Aide, Pleasantdale School, BA-1, \$22.89/hour, not to exceed 20 hours/week, effective retroactive to 1/6/14 (additional)

Jeff Charney, Temporary Associate Supervisor of Science, WOHS, \$400 per diem, 2 days/week, effective 2/3/14 (additional)

Andrew Chang, Chess Coach Consultant, WOHS, \$50 per session, 1 to 2 times per week, not to exceed \$900, effective retroactive to 10/1/13-3/31/14

Leanna Amorim, Spanish Teacher, Roosevelt School, to receive an additional 1/6th of her salary, prorated, until an additional Spanish Teacher is hired, or the employee on leave has returned, effective retroactive to 1/13/14

Anthony Prasa, Electives Teacher, West Orange Achievement Program (WOAP), WOHS, \$73/hour (1.5 times base for more than 1 student at a time), effective retroactive to 1/13/14 (replacement)

Jasmine Roberts, Administrative Assistant, Roosevelt School, to receive stipend for Bachelor's Degree, in the amount of \$1,152 (pro-rated), effective retroactive to 1/8/13

Rebecca Spano, Basic Skills Teacher, Redwood School, salary adjustment to BA-1, \$252.20 per diem, effective retroactive to 1/15/14-2/28/14, or until employee on leave is released by physician

Oumelghart Jamai, Grade 1 Teacher, Redwood School, salary adjustment to MA-1, \$269.30 per diem, effective retroactive to 1/24/14-2/14/14

Co-Curricular Resignations/Appointments, WOHS, for the 2013-2014 School Year:

- **Resignation Jessica Tanis, Advisor, Newspaper, effective retroactive to 12/14/13**
- **Resignation Stephanie Suriano, Co-Advisor, Fight for Green Club, effective 2/3/14**
- **Appoint Camila Anka, Co-Advisor, Newspaper, effective 2/4/14, \$1,717.50**
- **Appoint Jennifer Ryden, Co-Advisor, Newspaper, effective 2/4/14, \$1,717.50**
- **Appoint Peter Ficuciello, Co-Advisor, Fight for Green Club, effective 2/4/14, \$349**
- **Appoint Eugene Palatianos, Advisor, Sports Medicine Club, effective 2/3/14, volunteer position**
- **Appoint Jennifer Paull, Advisor, Knitting with H.E.A.R.T., Redwood School, \$500**
- **Appoint Ryan Krewer, Advisor, Grade 5 Jazz Band Club, Gregory School, \$500**

Staff for 2014 ESL HSPA Preparation Program, effective retroactive to 1/21/14-2/27/14:

- **Mary Quiroz, Language Arts Teacher, \$73/hour**
- **Shaan Shah, Mathematics Teacher, \$73/hour**
- **Nubia Rodriguez, Language Arts Instructional Aide, \$23/hour**
- **Max Jean Baptiste, Mathematics Instructional Aide, \$23/hour**

Coaching Rescissions/Appointments for the 2013-2014 School Year:

- **Rescind Dan Lederer, Head Coach, Boy's Lacrosse, WOHS**
- **Rescind Michael Velez, Assistant Coach, Boy's Lacrosse, WOHS**
- **Appoint Michael Velez, Head Coach, Boy's Lacrosse, WOHS, \$10,976**
- **Appoint Jesse Aporta, Head Coach, Baseball, Roosevelt School, Spring 2014, \$4,817**

Linda Perna, Breakfast Program Aide, Washington School, \$35/hour, not to exceed 5 hours/week, effective 1/28/14, (additional)

Staff to provide home instruction, on an "as needed" basis, for the 2013-2014 school year, as per the attached (Att. #2)

Additions to the Substitute List for the 2013-2014 school year, pending completion of paperwork, as per the attached (Att. #3)

3. Leave(s) of Absence

- a.) Superintendent recommends approval of the following leave(s) of absence:**

Barbara Chery, Part-time Bus Monitor, Transportation Department, extension of unpaid medical leave of absence, effective retroactive to 12/16/13-1/17/14, or until released by physician

Joan Bartiromo, Administrative Assistant, Redwood School, paid medical leave of absence, effective retroactive to 1/2/14-1/31/14, or until released by physician

Carol Sadler, Guidance Counselor, Roosevelt School, paid medical leave of absence, effective retroactive to 1/21/14-4/18/14, or until released by physician

Candice Brennan, Science Teacher, Liberty School, extension of maternity leave of absence, effective retroactive to 1/2/14-6/30/14

Melissa Bensen, Instructional Aide, St. Cloud School, paid medical leave of absence, effective retroactive to 1/2/14-1/22/14, unpaid medical leave of absence, effective retroactive to 1/23/14-2/14/14, or until released by physician

Kim Campbell, 1:1 Nurse, Roosevelt School, extension of unpaid medical leave of absence, effective retroactive to 1/2/14-1/17/14, or until released by physician

Nicole Silvagni, Special Education Teacher, Liberty School, extension of maternity leave of absence, effective 2/1/14-6/30/14

Amanda Hegedus, Grade 1 Teacher, Redwood School, extension of maternity leave of absence, effective 2/3/14-2/14/14

McGregor Edward, Maintenance Worker, Buildings and Grounds Department, unpaid medical leave of absence, effective retroactive to 12/30/13-1/31/14, or until released by physician

Kristin Rella, Grade 3 Teacher, Redwood School, maternity leave of absence, effective 3/17/14-6/30/14

Keith Frey, Science Teacher, WOHS, paid medical leave of absence, effective retroactive to 1/24/14-2/7/14

Gordana Miric, Custodian, Administration Building, paid medical leave of absence, effective retroactive to 1/13/14-2/7/14, or until released by physician

Angela Bisono, Custodian, Washington School, paid medical leave of absence, effective 1/20/14 until released by physician

Aliki Salomone, Language Arts Teacher, Roosevelt School, extension of maternity leave of absence, effective retroactive to 1/9/14-6/30/14

Amalia Morales, Spanish Teacher, Roosevelt School, paid medical leave of absence, effective retroactive to 1/9/14-1/27/14, unpaid medical leave of absence, effective 1/28/14-1/31/14, or until released by physician

Madelin Fernandez-Perez, Guidance Counselor, WOHS, maternity leave of absence, effective 4/21/14-6/30/14

Yvrose Fidele, Part-time Bus Driver/Monitor, Transportation Department, medical leave of absence, effective retroactive to 1/15/14-2/7/14, or until released by physician

Donald Smith, Night Shift Custodian, WOHS, extension of unpaid medical leave of absence, effective retroactive to 10/14/13-2/28/14

Carla Glomb, Kindergarten Teacher, Gregory School, extension of maternity leave of absence, effective retroactive to 1/24/14-3/2/14 (previously approved 3/3/14-6/30/14)

4. Transfers

a.) Superintendent recommends approval of the following transfer(s):

Lauren Porter, Resource Room Teacher, Roosevelt School, to
Preschool ABA Teacher, Pleasantdale School, effective 2/3/14

Jennifer Studnicky, English Teacher, Edison School, to English
Teacher, WOHS, effective 2/1/14

5. Superintendent recommends change in job title/responsibilities for employee as stipulated in closed session.

B. CURRICULUM AND INSTRUCTION

1. Recommend approval of the following textbook adoption request: (Att. #4)

- Modern Automotive Technology for Automotive Technology Course

2. Recommend approval of Field Trip requests for the 2013-2014 school year as per the attached (Att. #5)

C. FINANCE

1. Recommend approval of the 1/27/14 Bills List: (Att. #6)

Payroll/Benefits	\$11,109,399.88
Transportation	\$ 360,439.19
Special Ed. Tuition	\$ 819,878.05
Instruction	\$ 233,742.90
Facilities	\$ 511,368.06
Capital Outlay	\$ 153,568.67
Grants	\$ 286,764.95
Food Service	\$ 189,597.98
Textbooks/Supplies/Athletics/Misc.	\$ 203,874.20
	<u>\$13,868,633.88</u>

2. Recommend approval of tuition for the 2013-2014 School Year Out-Of-District placements as per the attached (Att. #7)
3. Recommend approval of proposal submitted by Applied Data Services (ADS) for Demographic Services, in the amount of \$6,500 for the 2013-2014 school year. (Att. #8)
4. Recommend approval for Danielle Kovach to deliver 4 workshops on the subjects of special education and technology integrations via ETTC for a total cost of \$730
5. Receipt of the Treasurer of School Monies Report for the month of November, 2013 (Att. #9)

D. REPORTS

1. The Board of Education recognizes receipt of the HIB report for the period ending 1/27/14

VII. REPORT FROM THE BOARD PRESIDENT AND/OR BOARD MEMBERS

- VII. MOTION FOR THE NEXT BOARD MEETING to be held at 6:00 p.m. on February 10, 2014 at West Orange High School.**

IX. PETITIONS AND HEARINGS OF CITIZENS

X. ADJOURNMENT

WEST ORANGE PUBLIC SCHOOLS
DEPARTMENT OF STUDENT SUPPORT SERVICES

179 Eagle Rock Avenue • West Orange • New Jersey • 07052
Telephone: 973-669-5400 Ext. 20539
Fax: 973-669-8601

MS. CONSTANCE SALIMBENO , DIRECTOR

MS. KRISTIN GOGERTY, SUPERVISOR, PRESCHOOL, K – 8

MRS. DAWN RIBEIRO, SUPERVISOR, 9-12

MEMORANDUM

DATE: January 13, 2014

TO: Mr. James O'Neill, Interim Superintendent

FROM: Constance Salimbeno, Director
Student Support Services

SUBJECT: Agenda Item
Approval of Home Instruction for Certified Teaching Staff

Recommend approval for the attached list of staff to provide home Instruction, on an "as needed" basis, for the 2013-2014 school year.

CS: idg

C: Denise Keastead, Payroll Dept.
Paula Duffy, Payroll Dept.
~~Mark Kenney~~

Applicants to provide Home Instruction - 2013-2014

District Employees

<u>Name</u>	<u>Where Employed</u>	<u>Certifications</u>
Feehan, Lauren	WOHS	Social Studies
Suriano, Stephanie	WOHS	Chemistry;Physics;
Tavarone, Paul	WOHS	Earth Science
Wanamaker, Bryant	RMS	Social Studies
Wojchik, Rita	WOHS	Language Arts


Substitutes for 2013-2014
Pending completion of paperwork

January 27, 2014

First Name	Last Name	Substitute Type	
Danielle	Knoeppel	Teacher	retroactive to 12/18/2014
Nicole	Jusulavage	Teacher	retroactive to 1/2/2014
Anne	Kehoe	Teacher	retroactive to 1/2/2014
Joyce	Swain	Teacher	
Caitlin	Reilly	Teacher	
Samantha	Bahia	Teacher	
Deborah	Girone	Nurse	
Sayyeeda	Dayal	Teacher	
Philip	Boos	Teacher	
Carol	Serino	Admin. Asst.	
Miriam	Fortunoff	Teacher	
Joyy	Cross	Lunch Aide	
Kathlyn	Brennan	Teacher	
Kathy	Quirk	Lunch Aide	
Sylvana	Caplains	Teacher	
Eliana	Diaz	Teacher	
Randalynn	Paige	Admin. Asst.	

*The Public Schools
West Orange, New Jersey*

Public Agenda
Date: 1/27/14
Attachment # 4

To: Mr. James O'Neill, Superintendent
From: Donna Rando, Ed.D., Assistant Superintendent 
Date: January 17, 2014
Re: Textbook Adoption Requests

Attached, for Board of Education approval, is the following textbook adoption request:

- Modern Automotive Technology for Automotive Technology course

Please advise if we can proceed.

Thank you.

C: Mr. M. Kenney

*THE PUBLIC SCHOOLS
WEST ORANGE, NEW JERSEY*

TEXTBOOK ADOPTION REQUEST

Requested By: Nancy Mullin, Director of Career and Technical Education and Library Science Date:1/14/14
Ryan Del Guercio, Coordinator of Technical Education

1. Course Title: Automotive Technology
2. Title: Modern Automotive Technology 8th Edition
 Author: James E. Duffy
 Publisher: GoodHeart-Wilcox Company Inc
 Date of Publication: 2014
3. Describe the manner in which the new text will address:
 - a. Core Curriculum Content Standards and State Assessments

5.1 Science Practices All students will understand that science is both a body of knowledge and an evidence-based, model-building enterprise that continually extends, refines, and revises knowledge. The four Science Practices strands encompass the knowledge and reasoning skills that students must acquire to be proficient in science. CPI's include: 5.1.12.A.1, 5.1.12.A.3, 5.1.12.B.2-4, 5.1.12.C.1

5.2 Physical Science: All students will understand that physical science principles, including fundamental ideas about matter, energy, and motion, are powerful conceptual tools for making sense of phenomena in physical, living, and Earth systems science. CPI's include: 5.2.12.B.1-3, 5.2.12.D.4, 5.2.12.E.1-4

8.1 Educational Technology All students will use digital tools to access, manage, evaluate, and synthesize information in order to solve problems individually and collaboratively and to create and communicate knowledge. CPI's include: 8.1.12.A.1, 8.1.12.A.4, 8.1.12.D.2, 8.1.12.D.3, 8.1.12.F.2

8.2 Technology Education, Engineering, and Design All students will develop an understanding of the nature and impact of technology, engineering, technological design, and the designed world, as they relate to the individual, global society, and the environment. CIP's include: 8.2.12.A.1, 8.2.12.B.1, 8.2.12.B.2, 8.2.12.B.3, 8.2.12.C.1, 8.2.12.D.1, 8.2.12.E.1, 8.2.12.F.1, 8.2.12.F.3

Common Core Language Arts

CCSS.ELA-Literacy.RI.9-10.2 Determine a central idea of a text and analyze its development over the course of the text, including how it emerges and is shaped and refined by specific details; provide an objective summary of the text.

CCSS.ELA-Literacy.RI.9-10.4 Determine the meaning of words and phrases as they are used in a text, including figurative, connotative, and technical meanings; analyze the cumulative impact of specific word choices on meaning and tone

CCSS.ELA-Literacy.RI.11-12.2 Determine two or more central ideas of a text and analyze their development over the course of the text, including how they interact and build on one another to provide a complex analysis; provide an objective summary of the text.

CCSS.ELA-Literacy.RI.11-12.4 Determine the meaning of words and phrases as they are used in a text, including figurative, connotative, and technical meanings; analyze how an author uses and refines the meaning of a key term or terms over the course of a text

CCSS.ELA-Literacy.RST.11-12.3 Follow precisely a complex multistep procedure when carrying out experiments, taking measurements, or performing technical tasks; analyze the specific results based on explanations in the text.

CCSS.ELA-Literacy.RST.11-12.4 Determine the meaning of symbols, key terms, and other domain-specific words and phrases as they are used in a specific scientific or technical context relevant to grades 11–12 texts and topics.

Common Core Mathematics

CCSS.Math.Content.HSN-Q.A.3 Choose a level of accuracy appropriate to limitations on measurement when reporting quantities.

CCSS.Math.Content.HSG-MG.A.1 Use geometric shapes, their measures, and their properties to describe objects (e.g., modeling a tree trunk or a human torso as a cylinder).*

CCSS.Math.Content.HSG-MG.A.2 Apply concepts of density based on area and volume in modeling situations (e.g., persons per square mile, BTUs per cubic foot).*

b. 21st Century Life & Career Skills

9.1 21st-Century Life & Career Skills All students will demonstrate the creative, critical thinking, collaboration, and problem-solving skills needed to function successfully as both global citizens and workers in diverse ethnic and organizational cultures. CIP's include: 9.1.12.A.1, 9.1.12.B.2, 9.1.12.B.3

9.4 Career and Technical Education All students who complete a career and technical education program will acquire academic and technical skills for careers in emerging and established professions that lead to technical skill proficiency, credentials, certificates, licenses, and/or degrees. CIP's include: 9.4.12.O.(1).12, 9.4.12.M.(3).1, 9.4.12.M.(3).3

c. Cultural Diversity: Outline those ways in which the selected textbook addresses the area of Cultural Diversity.

This is a technical textbook in which cultural diversity is not addressed because the book contains detailed technical content. There are illustrations of people of various ethnic backgrounds working on automobiles.

4. Selection Process: Outline the process which was conducted in the selection of the new textbook.

The current text is outdated with a publication date of 20 years ago. Staff, the Coordinator and Director met to discuss the need for a new textbook because the book currently used is outdated and does not address standards sufficiently. Publishers were contacted and sample textbooks were obtained. Staff researched various textbooks on Automotive Technology and chose this book because it addresses all standards, is age appropriate, and up to date with modern day technologies. The group reviewed the latest edition of the textbook and chose it as the most effective.

5. Rationale for Purchase:

The instructor researched various textbooks on automotive technology and chose this book because it addresses all standards, is age appropriate, and up to date with modern day automotive technology. The book covers a wealth of amount information detailing all major principles of automotive technology with over 1000 pages of content. The text covers the operation and repair of all makes and models of automobiles. It is up to date with modern automotive repair, maintenance, and operation in an easy to understand way. This text can be used as a resource for preparation for the Automotive Service Excellence Certification (ASE.)

6. Criteria Used for Selection:

- Standards addressed
- Age Appropriate
- Covers the operation and repair of all makes and models of automobiles
- Up to date with modern automotive repair, maintenance, and operation in an easy to understand way
- Text can be used as a resource for preparation for the Automotive Service Excellence Certification (ASE)
- STEM addressed
- Chapter questions in ASE style, activities, illustrations, technical terms, outside resources listed, etc

7. Ancillary Materials and Technical Resources:

- Teacher Workbook
- PowerPoint CD
- Test Questions CD

8. Budget:

Price per Textbook	Number of Copies Expected to Order	Total Anticipated Cost
<u>\$106.64</u>	X <u>30</u>	= <u>\$2,399.40</u>
Ancillary Materials and Technical Resources Cost		<u>170.21</u>
Shipping		
	Total	<u>\$2,569.61</u>

9. Readability Level Studies Conducted with Reading Levels:

Grade level is 9-14 and text is clearly written with illustrations making the content easy to understand.

10. Attach the Completed Form, "Evaluation of Textbooks/Instructional Materials For Equity."

11. Please return forms to Dr. Donna Rando, Assistant Superintendent for Curriculum and Instruction.

Board Meeting January 27, 2014

Grade/ Group	Destination
Mock Trial WOHS	Metuchen High School
Step Team WOHS	Woodbridge High School
Step Team WOHS	Bayonne High School
Step Team WOHS	Carteret High School
Step Team WOHS	Summit High School
Step Team WOHS	Woodrow Wilson High School
Step Team & Choir WOHS	JCC, West Orange, Perform for Senior Citizens
Step Team WOHS	Colonia High School
Chess Club WOHS	Pope John High School, Sparta (replaces previous location in Sparta)
Indoor Percussion WOHS	Brick Memorial High School
Indoor Percussion WOHS	Pinebelt Arena, Toms River
Step Team WOHS	Gregory Elementary
Tomorrow's Teacher WOHS	Rider University, Lawrenceville NJ
5TH Grade Gregory	Comedy Improv Session, NY
Liberty - limited group	Edison Middle School assembly
Roosevelt-limited group	Edison Middle School assembly

WEST ORANGE PUBLIC SCHOOLS
DEPARTMENT OF SPECIAL SERVICES

Public Agenda
Date: 1/27/14
Attachment # 7

179 Eagle Rock Avenue • West Orange • New Jersey • 07052
Telephone: 973-669-5400 Ext. 20538
Fax: 973-669-8601

Ms. CONSTANCE SALIMBENO, DIRECTOR
MS. KRISTIN GOGERTY, SUPERVISOR, PRESCHOOL, K-8
MRS. DAWN RIBEIRO, SUPERVISOR, 9-12

DATE: January 13, 2014
TO: James O'Neill
FROM: Constance Salimbeno *CS*
RE: Agenda Item

Request approval of tuition for the 2013-2014 School Year Out-Of-District placements for the following, retroactive to 1/2/14:

STUDENT # 2013-2014	CLASSIFICATION	PLACEMENT	TUITION
#93 Start Date 1/2/14	Multiple Disabilities	Chapel Hill Academy Lincoln Park, NJ	\$33,110 \$301 per diem
#105 Start Date 1/2/14	Multiple Disabilities	Westbridge Academy Bloomfield, NJ	\$42,209.60 \$367.04 per diem

c: Mark Kenney



applied data services

Public Agenda
Date: 1/27/14
Attachment # 8

"serving educational data processing needs"

December 11, 2013

James O'Neil
Interim Superintendent
West Orange Public Schools
179 Eagle Rock Avenue
West Orange, NJ 07052

Re: Qualifications and Proposal for Demographic Services

Dear Mr. O'Neill,

Applied Data Services (ADS) is pleased to submit the enclosed Qualifications and Proposal for performing a Demographic Study for the West Orange Board Of Education. Effective planning and budgeting for space, staffing, balancing enrollments and transportation needs requires administrators to accurately forecast enrollments and dedicated space on a by school by grade basis.

The attached proposal is for the conduct of a Demographic Study, including analysis of classroom capacities based on district-provided data regarding room utilization. A more detailed facility utilization is conducted if a District decides to explore redistricting by closing a school or balancing schools to achieve more efficient utilization of District facilities.

As a leader in providing demographic studies, enrollment projections and redistricting analysis, ADS has worked with over 70 school districts in this regard. In particular, ADS has recently completed similar projects for the Howell Township, Rockaway Township, Roxbury Township and Mt. Olive Township School Districts in New Jersey. Please see the reference section of the enclosed Proposal for contact information.

Please feel free to contact me with any questions or concerns you may have. Applied Data Services is looking forward to providing assistance to your office and the West Orange Public Schools during the 2013/14 school year.

Cordially,

Wayne J. Verderber
President

PROPOSAL

DEMOGRAPHIC STUDY 2013

Submitted to: **West Orange Public Schools**
James O'Neil
Interim Superintendent
179 Eagle Rock Avenue
West Orange, NJ 07052

Submission Date: **December 11, 2013**

Prepared by:



applied data services

268 Route 206, Suite 406 • Flanders, NJ 07836 • 973-584-5578 • fax 973-584-0726

1. Description of Services



Scope of Work

Demographic/Enrollment Projection Study

AppliedData Services

ads2@optonline.net

268 Route 206, Suite 406 • Flanders, NJ 07836 • 973-584-5578 • fax 973-584-0726

Approach - Enrollment Projections and Demographic Study

The study will include the identification, collection and processing of data for the preparation of K-12 enrollment projections for the next five years.

Effective planning requires schools to forecast long-term enrollment projections on a district and school basis. While short-term (one year) projections are accomplished with a high degree of confidence, five year projections can be more uncertain. It is generally recognized by demographers that component and cohort survival methods are most adequate in reducing the relative error in projections. Applied Data Service's utilizes its proprietary software application, Enrollment Projection System (EPS), which employs the survival cohort method to generate two sets of projections using a three-year enrollment history and a five-year enrollment history.

Projections based upon children already in the district (the current public school population only) will be the most reliable. The second level of reliability will be for those children already born into the community but not yet old enough to be in school (live births). The least reliable category is the group for which an estimate must be made to predict the number of births, thereby adding an additional variable of uncertainty. This occurs when 10 year enrollment projections are performed.

Factors contributing to this uncertainty include:

- A parochial school closed or other students returned from non-public schools.
- A charter school opened.
- The kindergarten program changed entrance age or to an extended/full-day program.
- The high school toughened its course credit/graduation requirements.
- The district set new attendance boundaries for elementary schools.



Scope of Work

Demographic/Enrollment Projection Study

AppliedData Services

ads2@optonline.net

268 Route 206, Suite 406 • Flanders, NJ 07836 • 973-584-5578 • fax 973-584-0726

Description of Projection Techniques

The Cohort Survival methodology calculates an average survival ratio (persistence factor) from one grade to the next. The survival ratio expresses a quantitative relationship between the numerical size of a group (grade) in a given year in comparison to the size of the same group in the previous year. The number of students in a group in the present year is divided by the number in the group the previous year. If the quotient is greater than 1.0, the size of the group has increased; conversely, if the quotient is less than 1.0, the size of the group has decreased. If a survival ratio is 1.000, there has been no change in the class size as the students move from one grade to the next.

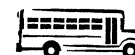
EPS computes this survival ratio for each grade for each year based on a 3-year history or a 5-year history. Both sets of projections will be presented **by district by grade**. The detailed projections will then be presented **by building by grade**, and **by building by year** for the 3 or 5 year histories, as chosen by the district.

Using the number of live births for the last ten years, EPS provides a birth/kindergarten survival ratio as well. The same procedure is used for computing this ratio as the others. Ten years of live births are required to establish the survival ratio and to use the most recent births to project kindergarten enrollments.

Information regarding land use, population saturation and the history of certificates of occupancy (Housing Starts) issued over the past five years will be collected and analyzed. If necessary, this analysis will be used to adjust the enrollment projection.

Data Collected By ADS

Applied Data Services has access to the necessary state and municipal information including births and data which is used for housing turnovers, housing market trends and future construction trends. This data is then used to analyze housing turnovers, new housing starts and the projection of kindergarten enrollments. A copy of the formal request for data from the local planning board and fire official will be provided to the district.



Scope of Work

Demographic/Enrollment Projection Study

AppliedData Services

ads2@optonline.net

268 Route 206, Suite 406 • Flanders, NJ 07836 • 973-584-5578 • fax 973-584-0726

Data Provided by the District

- Six years of enrollment histories by building by grade including Special Education students (NJ - District ASSA application OR District Enrollment Form – 1095).
- District policy for pupil/teacher ratio for elementary and middle school grades.
- The number of available general education, self-contained special education and other general education classrooms dedicated for special purpose for each school facility.
- A history of local births for the past ten years, if available.
- Feeder structure to middle schools and high schools.

Demographic Reports to be Included

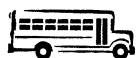
Applied Data Services will collect all necessary information, analyze and prepare reports for the Board of Education. ADS will create and analyze two sets of enrollment projections based on 3-year and 5-year enrollment histories. One set will be selected for the study after consultation with District Administration.

An analysis of the following will be included:

- Elementary school feeder patterns;
- Impact of new housing and housing turnovers;
- Enrollment growth/decline for each grade (out and in migration);
- Summary of enrollment histories by grade and year for each school;
- District-wide enrollment projections by grade and year for next five years;
- Summary of enrollment projections by school building, including utilization, for each of the next five years;
- Enrollment projections by grade and year for each school.



2. Cost



Cost

AppliedData Services

ads2@optonline.net

268 Route 206, Suite 406 • Flanders, NJ 07836 • 973-584-5578 • fax 973-584-0726

Cost

Demographic/Enrollment Projections Costs

\$ 6,500.00

A detailed demographic study as specified herein.

All direct and indirect costs; on-site meeting as specified in the Scope of Work, Travel or Per Diem are also included in this cost.

