

Superintendent's Report May 15, 2017



NB Sunrise in April



Senior Master Sergeant Schoen and Family

Board of Education Calendar of Events:

Personnel Committee <i>Superintendent's Conference Room</i>	Monday, May 8th	6:15 PM
Board Work Session <i>High School Media Center</i>	Monday, May 8th	7:30 PM
Policy Committee <i>Superintendent's Conference Room</i>	Monday May 15th	6:15 PM
Public Board Meeting <i>High School Media Center</i>	Monday, May 15th	7:30 PM
Scholars Night Joint Base MDL	Tuesday, May 23	6:30 PM
Board Retirement Recognition Program <i>Middle School</i>	Monday, June 12th	6:30 PM
Public Board Meeting <i>Middle School Media Center</i>	Monday, June 12th	7:30 PM
Class of 2016 Graduation <i>HS Stadium</i>	Friday, June 16th	6:30 PM

Correspondence/Attachments

- April 28, 2017 from Mr. Kaz to Employees regarding RICE Notice protocols moving forward.
- May 1, 2017 from Hilary Goldman, Executive Director of NAFIS to Subgroup Leaders regarding Consolidate Appropriations Act of FY'17 Notice of \$21 Million increase for Basic Support.

- May 1, 2017 from Rich Bozza, Executive Director of NJASA regarding Revised Salary Regulations Adopted as part of revisions to N.J.A.C. 6A:23A. The State Department has adopted the adjustments to the Superintendent Salary Caps.
- Career Orientation Center Schedule of 2016-2017 Completed Tours for Students
- RCPC Strategic Plan for Math & Science Grades 5 - 8

Standing Committee Reports

Since the last Board meeting, the following committees met and reports from each committee chairperson will be shared:

- Personnel
- Finance

Also, please be reminded that the agendas for the committee meetings are kept in the “Library” section in Boarddocs.

Business and Financial

Mr. Kaz has reported on the district’s proposed spending plan for FY’18. Be reminded that there is a public meeting scheduled during the Board’s work session on Monday, May 8th. A PowerPoint presentation will be presented for the community at the public hearing.

NAFIS Federal Relations Outreach Meetings April 25 – 28, 2017

I thought it would be most appropriate to report the FRO meetings in DC under the ‘business and finance’ section of my report because the FRO meetings are clearly focused on the Appropriations for FY’17 and FY’18.

This spring, I had the opportunity to visit the following offices: Congressman Ruppertsberger (D-MA), Congressman Rogers (R-KY), Congresswoman Pingree (D-ME), Congresswoman McCollum (D-MA), Congressman Price (D-NC), and Congressman Quigley (D-IL). All visits were positive and if we were not able to meet with the member of Congress, we met with the appropriate Legislative Assistants. I was active on Twitter during my Hill visits so if you follow me on Twitter, you were up-to-date on the progress being made in DC.

The great news came on May 1st when I received the e-mail (attached) from Ms. Hilary Goldman that the Consolidated Appropriation Act of FY’17 includes a \$21 Million increase for Basic Support Impact Aid. This is quite the accomplishment. One that the entire NAFIS community is proud to announce and one that reflects the impact our Hill Visits have had



Spring Conference Successful

From March 12 to 14, NAFIS hosted its 2017 Spring Conference in Washington, DC. Three hundred twenty members attended from various school districts and subgroups to represent the NAFIS Family. NAFIS enjoyed greeting both new and returning members, and was especially thankful everyone made the trip despite the inclement weather. The theme of the conference was “Uncertain Future: Impact Aid in the Trump Administration,” that emphasized the importance of steady advocacy for Impact Aid.

The conference began on Sunday morning with registration and featured an internet café and social media station. The internet café provided attendees with the ability to complete urgent business tasks such as checking emails and printing. The new social media station featured the #ImpactAid campaign, that encouraged guests to tell their Twitter and Facebook networks why they support Impact Aid.

The morning sessions delivered valuable information to attendees. Impact Aid experts welcomed all members, new and returning, to the Basics of Impact Aid session led by Tim Maddox, Executive Director of the Federal Lands Impacted Schools Association (FLISA), and Billy Walker, Executive Director of the Texas Association of Federally Impacted Schools (TAFIS). Maddox and Walker provided an overview of the program's history and answered common technical questions, making the session highly beneficial.

NAFIS Executive Director Hilary Goldmann and Director of Government Affairs Jocelyn Bissonnette subsequently led Policy and Advocacy 101. In this session, Goldmann and Bissonnette provided useful information on how to be successful throughout the conference and on Hill Day. Following this session, FLISA and Mid-to-Low LIT schools (MTLIS) held subgroup meetings, enabling them to reconnect with members and discuss information specific to their federal impact.

During the afternoon, attendees sat in on the First General Session. After the opening invocation, NAFIS Vice President Dr. James Serrada, Superintendent of Northern Burlington County Regional School District in New Jersey, along with Goldmann, welcomed conference guests and thanked them for attending. Next, the NAFIS board date was approved and the First General Session continued (see page 12).

Throughout the conference, FIFP Good Idea Grant awardee videos were shown. The videos highlighted classroom projects completed with the foundation funds.

these last few weeks. We can anticipate a 2% increase in FY'17 funds and this increase will be the anticipated payment baseline for FY'18.

Buildings and Grounds



I often suggest to community members that it is appropriate to take a moment and reflect on the beautiful campus we all share.

Congratulations to our facilities crew for doing such a great job every year. NB is a campus we can be proud to call home.

Please take a few moments to review the BA's report. During the final weeks of the school year, the administration prepares final recommendations for summer projects and purchases. For example, summer work on campus and on facilities is planned and

appropriate personnel are hired. Furthermore, the 'purchasing plan' is reviewed with appropriate administrators and recommendations finalized and prepared for implementation once the budget is officially approved after the public hearing.

Negotiations

Sometimes we lose sight of the accomplishments by the Board in the area of negotiations. This May, all contracts are settled and the resolutions that appear on the agenda for review and approval reflect the negotiated salaries for each of these employees.

Moreover, all non-unit contracts have been reviewed by the negotiations committee and will be presented to the Board for approval in June. This has been the past practice of the Board.

Finally, I am pleased to report that the New Jersey Acting Commissioner has presented a strategy to 'adjust' the Superintendent's Salary Caps in New Jersey and these adjustments have been approved and are now in Administrative Code. I have met with the negotiations committee to prepare a recommendation in response and I will meet with the Executive County Superintendent as appropriate. Hopefully, this recommendation will be presented for Board consideration at the June meeting. Please understand that any change to the Superintendent's contract is contingent on the approval of the Executive County Superintendent and will not be effective until July 1, 2017.

Personnel

Personnel Agenda Items for May

State Administrative Code requires the Board of Education to approve certificated appointments on or before May 15th. At NB, the plan for personnel has been that all certificated personnel are approved in May and all non-unit personnel are approved in

June. Once again, the May agenda does reflect this ‘best practice.’ Therefore, please note the specific resolutions approving the appointments of teachers, administrators, child study team members, custodians, drivers, and secretaries.

Also, please note that all employees have now received RICE notices as per the new state guidelines. The actual memo dated April 28th from Mr. Kaz to these employees is attached to this report.

DEAC Approval

Please note the resolutions #9.15 and #9.16. DEAC was originally started as a New Jersey Department of Education initiative. The acronym stands for “District Evaluation Advisory Committee” and the purpose of the committee was to review, evaluate, assess, and revise the district’s teacher evaluation tool. Although the DOE no longer requires a DEAC committee, NB has decided to maintain the good work done each year by this committee which included administrators and teacher.

Ms. Courtney McNeely, Academic Director here at NB, has prepared the following overview of the DEAC plans for the summer of 2017. Please take a moment to review:

The planning for NB’s annual District Evaluation Advisory Committee, DEAC, retreat is starting in the coming days. Each year, three teachers, in conjunction with administration, meet for 1.5 days to plan the two day DEAC retreat scheduled for August 2017.

The twelve (12) teachers on the committee represent every department in the district. Further, these teachers provide a venue for articulation in refining initiatives and ensuring the successful transition into the new school year. Although topics over the years have been varied, in general, the DEAC committee focuses on preparing for the opening days of school, sharing resources for the betterment of instruction, and reviewing practical strategies for implementation of the teacher evaluation instrument. The retreat also provides an opportunity to plan activities for professional development throughout the school year.

In its early years, the DEAC committee solely assisted in creating the teacher evaluation instrument for Northern Burlington. Now, however, with the support of the Board of Education, the committee members are a voice for the students and teachers and a recognizable force in supporting district initiatives and strategic planning.

Transition Planning

To briefly review the transition that’s been underway here at NB, I remind the Board that in the early winter, one High School Assistant Principal and one Director gave notice and the administration has been actively planning for their replacements. In early February the new assistant principal, Ms. Jamie Mungo, started. At this time, I am pleased to remind the Board that our new Director of Pupil Services, Ms. Caitlin Mallory, began in District on May 1, 2017. This completes our transition for these two positions. However, with Dr. McCormick’s retirement effective May 1, 2017, the administration will continue to manage the transition of responsibilities until this position is filled as well.

In an organization as dynamic as NB, it's not uncommon to have turnover and change in personnel. In fact, change happens most every year at all levels of the organization. My philosophy has been to experience the change as an opportunity and seek strategies to grow and strengthen the organizational capacity of the leadership team. Certainly, one must consider instances when the loss of experience and expertise simply will not be replaced, and the retirement of Dr. McCormick will clearly be one such instance. However, the new personnel provides an opportunity to review and assess the current roles and responsibilities of the entire administrative team, take a close look at the strengths and weaknesses of all, and develop a plan to 'reorganize' as appropriate. Again, such reorganization is not uncommon. I'm confident that the decisions will be made in collaboration with the administrative team and presented during the administrative retreat in July with the idea of being fully staffed and prepared for the opening of school in September.

Merit Goal Update

It's time for a review and update of the Superintendent's progress toward completing Merit Goals. Please note that the resolutions for approval are presented on the May Board agenda. This is the process we followed last year so I'm working to keep the process the same. For the May meeting, I've completed two qualitative goals. I'm hoping to have two more goals completed and presented to the Board for June review and approval, and the final goal should be completed for August. This final goal is dependent on AP testing data so the question will be how quickly the data can be processed by college board and shared with NB.

The following are the first two goals that have been completed and are on the May agenda for discussion and approval.

Quantitative Goal #2:

During the 2016-2017 school year, the Superintendent of the Northern Burlington County Regional School District will work closely with the Superintendent's of the four constituent elementary school districts of the Northern Burlington County Regional School District (Chesterfield, Mansfield, North Hanover, and Springfield) to develop and implement a three-year strategic plan for the articulation of curriculum and instruction for Math, Science in Grades 5 - 8.

Progress: Completed

I am pleased to report that the elementary superintendents have met monthly since July and there has been significant progress made in the development of a three-year strategic plan for Math and Science Curriculum. This plan first reviewed the progress made during the 2015-16 school year and then monitored the current school year. Finally, the plan for FY'18 is in place. I've attached both the Math and Science Plans for Board review and approval under Board resolution #8.06. This is a plan that has been developed with the input from our elementary constituents and is being approved as a regional plan.

This planning process has been underway for the entire school year. In addition, several meetings were scheduled to bring the regional curriculum directors together to share ideas and create a shared document in the region. For example, at the November RCPC meeting, curriculum coordinators from each of the elementary constituent districts, and the regional district joined the Superintendents to review test data and determine an appropriate course of action moving forward.

These meetings continue and I've attached the updated document that outlines the current status of the three-year plan. A final meeting on May 3rd was held to complete the strategic plan. At that meeting, the two plans, Math and Science were divided into two separate documents. It is appropriate to now monitor the FY'18 progress in both areas and create a plan for FY'19.

Next year, with the Board's approval, I'll suggest the monitoring of the implementation of the strategic plan as a follow-up merit goal.

Quantitative Goal #3:

During SY 2016-2017, the Career Orientation Program will successfully plan and conduct fifteen (15) career based tours.

Progress: Completed

I have been working closely with Mrs. Post to help plan, coordinate, and schedule the career based tours. This activity provides continued exposure to career options for our students. In the first two years of this program, I have had the opportunity to experience firsthand the value of these trips and the impact these experiences have had on our students. A list of the trips taken this year is attached for Board review.

Each individualized education plan affords these students the opportunity to develop independent living skills, self-advocacy skills and work readiness skills. Many Students with special needs lack specific plans and activities when they transition to adult life. These activities will expand such opportunities for our students.

In addition, my involvement on the implementation of these activities has resulted in the development of a newsletter from the program coordinator with the idea of sharing the good news with #NBNation. Moreover, implementation of a Twitter Account, @NBC_COP has grown from 5 to 222 followers! Congratulations to our Job Coaches for their outstanding achievements.



Students visit the "shop" and learn about the process of fabricating quartz, granite, and corian.

Programs

RCPC Update

Please note that I have reported on the RCPC strategic plan for Math and Science as an update on the progress being made in my Merit Goals. I thought it appropriate to separate out an additional review of this work as completed by Ms Amy Stella, Academic Director for Math and Science. She was directly involved in the development of the strategic plan and I asked her for a summary to further support Board Resolution # 5.09 Ms. Amy Stella has prepared the following overview of this work completed during this school year.

During the 2016-2017 school year the Regional Curriculum Directors held five (5) meetings to continue our collaboration regarding mathematics and science. These meeting were in addition to the monthly meetings scheduled by the regional superintendents.

Participants of this group include: Northern Burlington: Ms. Amy Stella; Chesterfield: Ms. Jeanine May-Sivieri; Mansfield: Ms. Keira Scussa; North Hanover: Ms. Christina Fletcher; and Springfield: Ms. Asia Michael

The goals for the work of the group were identified for both areas:

- To improve math instruction through collaborative data analysis.*
- To improve science instruction through collaborative professional, curriculum development, assessment and instruction.*
- To engage in vertical articulation to improve the transition from elementary to middle school.*

An action plan for each area was developed and the progress specific to each content area is included within each document [RCPC Math Action Plan](#) and [RCPC Science Action Plan](#) and summarized below.

Science: Collaboration regarding science began during the 2013-2014 school year with all sending districts' participation in Rider University's four-year SELECT professional development to prepare for the Next Generation Science Standards (NGSS). During 2016-2017, the first year of implementation of NGSS for grades 6-8, the curriculum for Grade 6 that was collaboratively developed was refined. At the same time this administrative team planned a regional professional development series for the K-5 teachers, as this group of teachers, who do not possess science backgrounds, had not received training on the transitions necessary for the new standards. Tasks for this year for the k-5 grade span also included a review of vendors for science resources for K-5 and preparation for the summer 2017 Regional K-5 Science Curriculum writing project.

During the 2017-2018 school year the group will continue collaborating for science by reviewing and refining the K-5 curriculum, continuing refinement of the Grade 6 curriculum, evaluating progress of the Grade 6-8 standard division, and develop a Regional Grade 6 Performance Assessment. During 2018-2019 the group plans to assess the implementation of the K-5 curriculum and depending on the progress of the Grade 6 assessment, future years could produce K-5 performance tasks.

Mathematics: This year's conversation about mathematics focused on analyzing PARCC data and reviewing and refining the process to identify students for placement in Algebra I for Grade 7.

The five administrators in this group collaboratively analyzed the results of three grades of PARCC data: Grade 4 2016 Math (current students in Grade 5), Grade 5 2016 Math (current students in Grade 6), and Grade 7 2016 Math (current students in Grade 8). The Evidence Statements from Most Difficult to Least Difficult items for which each district scored below the state average on the 20 most difficult items were identified as [PARCC Opportunities for Growth](#). During the 2017-2018 school year, teachers will compare the 2016 results to the 2017 results and participate in a sharing session of instructional strategies for the items confirmed as opportunities for growth.

There is currently a two-round testing process to identify 6th graders for accelerated placement in Algebra I for Grade 7. In years past this process has significantly disrupted the school day in the sending districts. This year the districts collaborated with Ms. Stella to determine a schedule which minimized instruction and provided an option for an evening administration at Northern Burlington for those with afterschool transportation challenges.

The following reflection on the group's progress with both content areas was collaboratively developed during the April meeting:

What went well this year: All participants appreciated opportunities to collaborate and capitalize on varied strengths to share the tasks, examine PARCC data to identify strengths and challenges, and develop goals for the group.

Challenges experienced: Coordinating calendars among administrators in five different districts, committing the time to meet with this team, and committing teachers time was challenging. Although there is value in analyzing benchmarks alignment will be difficult because of differing scope and sequence and vendor for each district.

HIB Updates

Attached please find the Harassment, Intimidation, and Bullying report for the month of April 2017:

Middle School

- 1 – Incident Investigations**
- 1 – Confirmed HIB Reports**

High School

- 2 – Incident Investigations**
- 0 – Confirmed HIB Reports**



Final Thought:

It's that time of year again. Over the spring break, I had the opportunity to complete both the Board evaluation and my self-evaluation. Please make the time to review both of these documents. Instructions are in the BA's report.

While working through the Board's evaluation, I was very proud of the Board and very pleased with the capacity this Board has to make decisions, work together, and keep NB moving forward. With our mission as a focus and our ExBD strategic plan as a guide, we continue to grow and advance our student opportunities and our professional opportunities. The pace is productive and the spirit is positive. I am confident that this is a reflection of the strong relationship and effective communications between the Superintendent and each Board member. Never hesitate to e-mail me with questions or concerns. Visit our social media sites for current information on all our programs. I look forward to a strong end to FY'17 and a focused start to FY'18.

Student Enrollment:

Listed is an enrollment summary as of *April 28, 2017* and in parentheses is the enrollment summary from the first day of school, *September 6, 2016*.

Grade 7	Grade 8	Grade 9	Grade 10	Grade 11	Grade 12
(411)	(356)	(375)	(320)	(326)	(323)
415	356	371	318	321	310
Middle School	(767)				
	771				
High School	(1344)				
	1320				
District	(2111)				
	2091				

The counseling department in the high school registered and scheduled three (3) new students for the month of April. The middle school registered and scheduled zero (0) new students. For the same period, there were two (2) student transfers/exits for the high school and zero (0) for the middle school.