

## Superintendent's Report June 12, 2017



State Track Meet



Dr. Lopez & Mr. Bennett at Senior Prom

### Board of Education Calendar of Events:

**Public Board Meeting**  
*Middle School Media Center*

**Monday, June 12<sup>th</sup>**

**7:30 PM**

**Class of 2016 Graduation**  
*HS Stadium*

**Friday, June 16<sup>th</sup>**

**6:30 PM**

### Correspondence/Attachments

- May 25, 2017, from John Worthington, Director, Office of Special Education Policy and Procedure to Dr. Sarruda regarding notice of 100% compliance of NB's "Transition to Adult Life- Targeted Review".

### Standing Committee Reports

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

- Negotiations

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

### Business and Financial

Please note the resolutions for approval of transfers into the Capital Reserve and Federal Impact Aid Reserve accounts. These transfers are estimates and they are implemented to better manage any final reserves at the end of the fiscal year. I am proud to remind the Board that NB took the lead in having legislation passed to establish the "Federal Impact Aid Stabilization Account." That was a four year process that included NB recovering \$1.7M State Aid that was improperly withheld as a result of Impact Aid Reserves.

Also, the Interlocal Services Agreements have served NB well as this district strives to increase efficiency through ‘shared service agreements’ with our constituent and neighboring districts.

Finally, please note the administrative content provided to help explain the various professional services contracts being recommended for approval.

## **Buildings and Grounds**

In early June, NB had the opportunity to host the two most prestigious High School Track Meets in the State of New Jersey, the Group 2 & 3 Meet on June 3<sup>rd</sup> and on June 10<sup>th</sup>, NB will host the Meet of Champions. If you have some time on Saturday, please take a ride on to campus to observe this event. NB is proud to draw student athletes and parents from every corner of the state. In addition, there will be college scouts from across the country.

Events like this could not take place without the support of our administration, faculty, booster club members and our facilities crew. Just as critical is the support of the Board of Education. This was a shared vision between the Board and the community and it is very rewarding to see the vision become a reality.

## **Negotiations**

The Negotiations Committee met on June 5<sup>th</sup> to review the non-unit contracts for the 2017-2018 school year. Non-unit employees are all who are not represented by an association. It should be noted that there are quite a few and all are listed in the resolution on this month’s agenda.

The range of positions that are considered ‘non-unit’ varies a great deal. For example, the Superintendent, the Business Administrator, Bus Mechanics, the Treasurer, technology personnel such as “Help Desk Specialists” the Career Orientation Center Job Coach and others. Contracts for these individuals are ‘lined up’ with appropriate associations. For example, we align the publications clerk with the secretaries so the clerk will receive a salary increase similar to the secretaries.

There are occasions when individuals are reviewed and it is determined separate increases are appropriate. Such recommendations are presented to the negotiations committee for consideration and recommendation to the full Board. Specifically, there are several positions that have been recommended for adjustments and the committee has endorsed these recommendations which are reflected in the document attached to Boarddocs. Included is the Athletic Director, the Assistant to the Superintendent, the Career Orientation Lead Job Coach and the Bus Aides.

Finally, please note that the Superintendent’s contract is being recommended for renewal. This is the direct result of the legislation that has allowed school districts to adjust the Superintendent’s salary with the new salary cap ranges approved in May. The resolution reflects the new salary cap. This has been reviewed and is being recommended by the committee.

## Personnel

### Certificated Appointments

I am pleased to present several resolutions for Board consideration this month. As we prepare for the 2017-2018 school year, administration is very actively seeking candidates to fill the various vacancies. Please note the resolutions for the Science Teacher in the Middle School, the Psychologist for the District, and the Special Education Teacher in the Middle School.

There is an opening for a High School Assistant Principal and we're actively interviewing candidates at this time. Also, please note that we will be posting for the Director of Curriculum, Instruction & Professional Development in June with the hopes of filing this position during the summer.

Finally, please make note of the Job Descriptions being recommended for approval this month. These Job Descriptions were reviewed by the personnel committee in May. They reflect the recommendation to eliminate the position of Assistant Superintendent and create the position of Director of Curriculum, Instruction, and Professional Development. Subsequently, there are appropriate assignment changes required to move from an Assistant Superintendent to a Director of Curriculum, Instruction, and Professional Development and these changes are reflected in the revised job descriptions.

Also, please note the newly proposed job description for the SEMI coordinator. This has been review by the negotiations committee and is being recommended for approval.

### Summer Support Personnel

Summer custodians, summer agriculture students, and summer bus drives and aides are being recommended to fill the much needed support positions that present themselves during the summer months. These positions are 'seasonal' and reoccurring.

### Merit Goal Update

This month, I am pleased to update the Board on the Superintendent's progress toward completing Merit Goals. For this month, I will review the goals that have been completed and presented on the June agenda for discussion and approval.

#### Qualitative Merit Goal #1:

*To closely mentor the performance progress of the high school principal who begins her second full year as building principal in the district, through feedback and assessment, consistent with the indicators described in the ELCC/ISLLC Standards for Leaders.*

#### Progress: Completed

This year, I have begun to revise the principal's evaluation tool to reflect more recent standards as outlined by the (PSEL) Professional Standards for Educational Leaders. To this end, I've created a draft evaluation tool and piloted this draft with the High School and the Middle School Principal. This change was initiated as a result of the presentation made by the Department of Education

during a fall Superintendent's roundtable. Subsequently, during my initial conferences with the High School Principal we discussed the proposed changes and agreed to pilot the new tool during the 2016-2017 school year. The changes reflect PSEL recommendations.

I am proposing a new Merit Goal for the 2017-2018 school year that will culminate in a recommended new observation and evaluation tool for NB school administrators. To accomplish this, during the summer of 2017, I will work with the administrative team to complete these revisions and send the changed document to the Department of Education for state approval. Once this process is completed, I will share this with our regional constituent districts for their use.

Regarding the progress being made with the High School Principal, this year proved to be a very challenging one. Certainly, the transition of the director and the assistant principal generated a variety of concerns that I was able to work through collaboratively with the principal. I am pleased with the professional growth exhibited by Dr. Lopez. Building her professional capacity in the areas of personnel management and strategic planning have been the focus for FY'17 and she has been successful. More specifically, this year's focus was on the following performance dimensions: Learning, Decision Making, Student Achievement, Faculty Development, Resilience, Personal Behavior, Communications, Task Management and Technology.

As planned, I have completed three (3) formative evaluations and I have held individual conferences with Dr. Lopez to review each dimension and her success in earning 'effective or higher' in eight of these standards. A review of her final evaluation (PDF Attached) demonstrates she earned 'effective or higher' in the following standards:

Standard	Rating
Learning	Effective
Decision Making	Effective
Student Achievement	Partially Effective
Faculty Development	Effective
Resilience	Effective
Personal Behavior	Highly Effective
Communication	Effective
Task/Project Management	Effective
Technology	Effective

The chart above exhibits the eight (8) standards in which Dr. Lopez has earned a rating of effective or highly effective.

#### **Qualitative Merit Goal #2:**

*During SY 2016-2017, the Superintendent will effectively carry out the duties of the vice president of NAFIS by attending the NAFIS Board meetings and special meetings as scheduled by the Executive Director of NAFIS. As a result, the superintendent will successfully move into the role of President of NAFIS in the spring of 2017.*

**Progress: Completed**

Activities have included my participation in all four (4) of the NAFIS Board Meeting including the July 2016, September 2016, January 2017 and March 2017 meetings. I have

**also participated in the conference calls scheduled by the NAFIS Director. It is also noted that I have closely managed the activities and events of the Mid-to-Low LOT sub group and the activities of this organization's inception. In my capacity of Vice President of the NAFIS Board, I traveled to Austin Texas in January to participate in the Board of Directors meeting, help plan for and participate in the reorganization proposals of the NAFIS Executive Board, and assist with the preparation of both the spring conference and the New Legislators Orientation session in Washington in February.**

**In late winter, I participated in both conference calls and webinars conducted by NAFIS to discuss and plan for the upcoming events of the spring conference and the Federal Relations Outreach meetings that took place in March and April of 2017.**

**Furthermore, I have provided regular updates of my activities and involvement with NAFIS in my monthly Board reports to the full Board.**

**Finally, in the absence of the NAFIS President in March, I served in this capacity for the Board of Director's Meeting and for the Spring Conference General Sessions. I am pleased to advise this Board that I was successfully nominated and elected as the NAFIS President in March 2017 and will serve in this capacity for the two year term.**

## **Programs**

### **Students**

**Out-of-District Placements:** The out of district placements are very much the order of business this time of year as we prepare for both summer and fall placements. The recommendations on the June agenda are all the result of the individualized educational programs for these students.

**Option II Approvals:** The administration first receives applications from parents and students for each child's Option II plan. Once received, each application is reviewed by the appropriate committee and, when appropriate, presented to the Board for approval. Not all Option II requests are approved.

**Extended School Year Placements - Both in-district and out-of-district:** Students receive these services as outlined in their IEP's. NB is proud to provide these opportunities on campus for many of our students. The program runs in July and all staffing is in place.

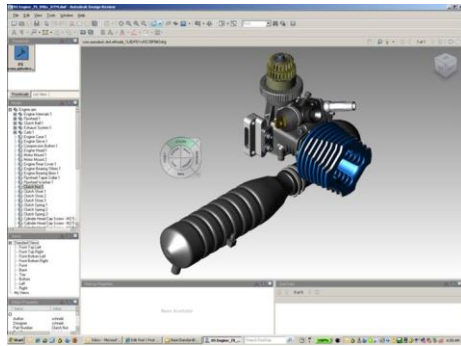
## NB Students Enjoy Option to Explore 3 D Printing Camp

Under the direction of Matthew Konowicz, Northern's Applied Technology department is proud to expand its summer camp offerings to include 3D Printing Camp. This camp is set to run concurrently with our Robotics Camp as a lower cost option to our community. Mr. Dave Johnson, our highly qualified experienced and certified Technology Education teacher will guide young campers on an exploration of this digital prototyping resource. Campers will practice 3D design,

3D scanning, 3D printing, and assembly of functional models. Activities will include learning design software available for free to use at home, creating personal designs, and modify preexisting designs to suit specific needs.

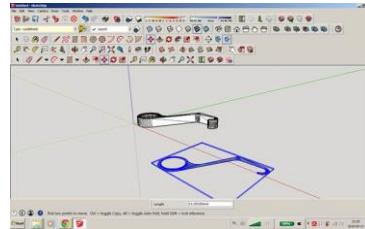


Campers in grades 6-11 will have access to Northern's Design and Engineering Labs and



3D printers, one of which is the professional grade uPrint Dimension from Stratasys. The purpose of the camp is to continue introducing our student community to the tremendous educational STEM resources available at Northern in hopes of inspiring the next generation of critical-thinkers and problem-solvers. Student selection into Applied Technology courses has been positively impacted by these camp offerings.

Images exhibit software, hardware, materials, and prototypes available and possible in Northern's Applied Technology Labs.



## HIB Updates

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

### Middle School

- 1 – Incident Investigations
- 1 – Confirmed HIB Reports



### High School

- 0 – Incident Investigations
- 0 – Confirmed HIB Reports

## Final Thought:

### Expression of Appreciation:

It is with pleasure that I take a moment to express my appreciation to each member of this Board of Education for the continued support he/she continues to demonstrate on a regular basis. The business of schooling is often times messy and challenging. As educators, we are constantly researching opportunities that will inspire our children to stretch their own vision of success and achievement. As one might imagine, each child's individual goals and aspirations continue to challenge our imagination as our student's grow a better understanding and appreciation of what might be possible.

This expression of appreciation speaks directly to the willingness that each member of this Board has to make decisions, communicate with each other and with the Superintendent, and put our children first with every step we take together. The new programs on the horizon will provide expanded opportunities for our students. For example, in September we introduce our Air Force Junior Reserve Officer Training Corps program. Only with the support and encouragement of this Board is the administration and faculty able to embrace such growth and expansion. I look forward to the upcoming school year and to our continued partnership in the governance of this organization.

### Student Enrollment

Listed is an enrollment summary as of *May 31, 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)



413	353	368	317	319	310
Middle School	(767)				
	766				
High School	(1344)				
	1314				
District	(2111)				
	2080				

**The counseling department in the high school registered and scheduled two (2) new students for the month of May. The middle school registered and scheduled one (1) new student. For the same period, there were eight (8) student transfers/exits for the high school and six (6) for the middle school.**