

Lacey Township School District
Curriculum Committee
Curriculum, Health and Wellness, Community Relations,
LTEA Liaison, Technology



MINUTES

The Curriculum Committee Meeting took place on **February 6, 2018**. Present at the meeting were Mrs. Linda Downing, Chair; Mr. David Silletti; Mr. Rob Klaus (alternate); Dr. Vanessa Clark

Curriculum

1. NJ School Performance Reports - Dr. Clark provided the committee with an overview and analysis the NJ School Performance Reports, which were recently released to the public. A link to the analysis can be found here: <https://goo.gl/Wg49WR>
 - o In addition to the analysis, Dr. Clark shared that a district focus is on improving academic performance in math in Grades 5 through 12. The following strategies/programs were briefly discussed:
 - i. In the current school year Algebra I instruction is being delivered every day at the high school for all students enrolled in an Algebra I class. In the block schedule, students were previously receiving Algebra I instruction every other day to coincide with Navy/Cardinal days.
 - ii. In the current school year students are using newly purchased Algebra I materials that are aligned with the NJSLs. The program, Big Ideas Math Algebra I, is available to students in both text and digital format.
 - iii. In the 2018-2019 school year, new course materials, also from Big Ideas, has been budgeted for Geometry and Algebra II courses.
 - iv. The District is in Year 4 implementation of the new elementary math program enVision 2.0. Students who have been exposed to the new program will be transitioning to the high school in the next few years. We expect to see improved academic performance in math in the high grades as this trend is already evident in the elementary schools.
 - v. Dr. Clark has budgeted for two Academic Math Coaches for the 2018-2019 school year. The job description can be found here: <https://goo.gl/m7cQHR>
2. Inclusive Preschool Program - The committee discussed the implementation of an Inclusive Preschool Program that will take place during the 2018-2019. In a previous email to the BOE, Dr. Clark provided the flyer and ad information that was provided to parents for the program.
3. The First Tee National School Program Grant - Dr. Clark shared information about the First Tee National School Program Grant that has awarded our three elementary schools with a \$5000 grant each to implement the program. More information will be forthcoming, but a representative from the program will present the grant to our schools at the February 20 Board Meeting.

4. After School Enrichment Program - The committee was informed that the After-School Enrichment Program is in full swing with approximately 120 students participating in Grades 5-8.
5. QSAC - as previously reported in TGIF Notes, the County Office QSAC Review is now complete and we have been notified that the District has been designated as "high performing." In a recent letter from Assistant Commissioner Robert Bumpus, he wrote, *"I am pleased to inform you that your district has satisfied at least 80% of the weighted indicators in each of the five areas of the QSAC review process and has been designated as "high-performing." The Commissioner will recommend to the State Board of Education that your district be certified as providing a thorough and efficient system of education for a period of three years or until the next QSAC review. Congratulations on this accomplishment."*
6. College Academy Presentation ~ On January 24, 2018 Dr. Clark led a presentation of the LTHS College Academy to a five school districts in Ocean County who are interested in implementing similar programs. Along with Dr. Clark, District Supervisor Zylinki, Guidance Supervisor Ciccarone, and Counselor Leah Purpuri also presented.
7. New High School Courses - The committee reviewed the following new High School course proposals:
 - o Hindi
 - o Theatre for Children (aka Theatre for Young Audiences)
 - o Telecommunications Autism Intern Program
8. Option 2 - The committee discussed a proposal to implement Option II for the 2018-2019 College Academy Cohort. Juniors and Seniors who are enrolled in the College Academy College Academy Associate's Program may take/enroll in LTHS credit for Physical Education by completing alternate programs. The committee supports providing students with this opportunity.
9. Additional (bonus) Quality Points Elimination - The committee discussed the elimination of Quality (Bonus) Points, which was implemented when the high school moved to a block schedule. The purpose of the implementation was to provide students with incentive to 40 credits each school year; however, this created an unfair advantage that affected rank.
10. Online Canvas Course ~ Dr. Clark shared that the District has partnered with Quality Matters to develop our own online course. High School teachers Megan Campanile and Brittany Fontanelli will work with Dr. Clark in Quality Matters coursework to prepare for this project.
11. Out-of-State Travel ~ The committee discussed the following Out-of-State travel trips:
 - o High School ~ Men's/Women's Track Programs ~ PA and NY ~ Now through June 2018
 - o High School ~ DECA Competition ~ Travel To and From Airport (Atlanta) ~ 4/21-28/2018

Technology

1. Chromebooks ~ Dr. Clark shared option plans for Chromebook Self Insurance for the 2018-2019 school year.

Community Relations ~ No agenda items

LTEA ~ no agenda items

Health and Wellness ~ Dr. Clark shared that the program *Lifelines: A Suicide Prevention Program* will be implemented in the High School Health classes.

Other Items On the Floor:

The committee discussed the following additional items:

- Lacey Township School District 2018/2019 Calendar
- Job Description: Athletic Director <https://goo.gl/RZRSKf>
- Suspension Waiver for BOE Hearing- Mr. Brandis (in discussion...more information forthcoming)
- 0160.1 BOARD MEMBER PARTICIPATION AT BOARD MEETINGS USING ELECTRONIC DEVICE - discussion
- March 19, 2018 - NJSBA Training for New Process for Superintendent Evaluation
- Supervisor of Technology

Next Meeting ~ January 8, 2018, 6:15 PM

Respectfully Submitted:

Vanessa P. Clark
February 9, 2018

Lacey Township School District
Curriculum Committee
Curriculum, Health and Wellness, Community Relations,
LTEA Liaison, Technology



MINUTES

The Curriculum Committee Meeting took place on Monday March 5, 2018. In attendance were Mrs. Linda Downing, Chair; Mr. David Silletti; Mr. Nick Mirandi; and Dr. Vanessa Clark

Curriculum

1. **Ocean First Model Classroom Grants** - the committee discussed the Ocean Fired Model Classroom Grants sponsored by Ocean First Bank. Dr. Clark and District Supervisor Amos will attend information session on March 14. It expected that each school will submit a grant.
2. **Kindergarten Registration and Orientation** - Dr. Clark informed the committee that Kindergarten registration information for the 2018-2019 school year will be available on the district website by Friday, March 15, 2018.
3. **DRA Training: March 20-21st** - The committee discussed DRA training for all K-5 teachers. As of the writing of these minutes, the training has been rescheduled to June due to the possibility of inclement weather.
4. **Out of State Travel** - The committee discussed the following out-of-state travel trips:
 - o Educational Excursions ~ After School Enrichment
 - i. Metropolitan Museum of Art, NYC ~ 4/29/2018
 - ii. Museum of Natural History, NYC ~ 4/15/2018
 - iii. Franklin Institute, PA ~ 4/22/2018
 - iv. DECA Nationals Atlanta April 21-25
5. **New High School Courses** - The committee discussed the following new high school courses that will be implemented during the 2018-2019 school year:
 - o AP Digital Photography
 - o AP Graphic Design
 - o Healthcare in Society

Technology - no agenda items

Community Relations

1. Red Night Out - March 9, 2018 - Dr. Clark shared details about the annual Red Night Out scheduled for Friday, March 9, 2018.

LTEA

1. ALICE Training for Staff - Dr. provided the committee with an update about the district's ALICE training that is taking place for district staff.

Health and Wellness ~ No agenda items

Other Items On the Floor - The committee discussed the following items that have been discussed in all committee meetings:

- March 19th BOE 5:45 pm NJSBA training on the evaluation of the Superintendent
- March 21st ALICE presentation to parents- 6:30 PM HS Auditorium
- Tuition establishing rates
- Out of district staff tuition rates
- Summer Bus Rental
- State Aid Waiver for Security Upgrades- letter of appeal
- Excess Surplus Appropriations

**Next Meeting:
April 9, 2018
6:15 PM**

Lacey Township School District
Curriculum Committee
Curriculum, Health and Wellness, Community Relations,
LTEA Liaison, Technology



MINUTES

The Curriculum Committee Meeting took place on Tuesday, May 9, 2018. In attendance were Mrs. Linda Downing, Chair; Mr. David Silletti; and Dr. Vanessa Clark

Curriculum

1. **English 8 Honors Proposal** - the committee reviewed a proposal for the implementation of an English 8 Honors class to be offered during the 2018-2019 school year.
2. **Dual Enrollment Partnership with Stockton University** - Dr. Clark shared that the district has begun preliminary discussions with Stockton University about forming a Dual Enrollment partnership. More information will be forthcoming.
3. **Ocean First Model Classroom Grants** - the committee discussed the Ocean First Model Classroom Grants sponsored by Ocean First Bank. Lacey Township High School, Mill Pond, and Cedar Creek schools all submitted grant proposals. Winners will be announced in the fall.
4. **EPA Environmental Education Local Grants Program** - Dr. Clark shared information about an opportunity to participate in a grant with Ocean County College for the EPA Environmental Education Local Grant Program. The grant, submitted by OCC, includes many districts throughout Ocean County and will include programs that teach students about local farmers' markets, local farm-to-table systems, and school gardens to educate students about the environmental health issues of agriculture and the benefits of local food supplies.
5. **Leadership in the Humanities** - Dr. Clark presented the course proposal for Leadership in the Humanities III, which will be offered to incoming Juniors as a continuing sequence course to Leadership in the Humanities II.
6. **Quality (Bonus) Points ~ High School** - The committee discussed the elimination of Quality (Bonus) Points, which was implemented when the high school moved to a block schedule. The purpose of the implementation was to provide students with incentive to 40 credits each school year; however, this created an unfair advantage that affected rank. Quality Bonus Points will be phased out in the 2018-2019 school year for the classes of 2020, 2021, and 2022. The Class of 2019 will keep the extra quality bonus points as incentives to take a full load of classes during senior year.
7. **National Honor Society GPA - Two-Year Phase In** - The committee reviewed plans to raise the minimum GPA requirement of the National Honor Society to 3.750 (weighted) during the 2018-2019 school year, and 4.00 (weighted) during the 2019-2020 school year, after which

it will remain as the minimum. This change represents alignment to NHS standards and to other high schools throughout Ocean and Monmouth County.

8. **Middle School Summer Reading ~ One School, One Book** - During the 2018-2019 school year, the Middle School will implement the program *One School, One Book*. The program is described below:

The benefits of reading aloud are remarkable. Studies have shown that reading to children helps them to listen better and longer, to build bigger vocabularies, to understand concepts better, to feel positive about both books and learning – and much more.

When an entire school reads the same book, the buzz and excitement around the book augments these benefits. Reading a book together brings the added joy of building and expanding a sense of community among students, parents, teachers, and staff – and beyond. In some schools, bus drivers and custodial and cafeteria staff clamor to be included. And when a library or church or community group or commercial donor becomes involved, that sense of fostered community is exponential.

*The effort and expense required for such a tremendous experience are modest, especially when compared to the return. The cost for books and program materials depends on the size of the school, and many schools can offset or cover that expense through grants or donations. Your school will embrace a month of **One School, One Book** activities, which will enhance each school day and enrich your students' homes during the month you spend with each book. **One School, One Book** can also be easily refined, modified, and tailored to fit each school's environment, needs, and capabilities. Most schools have such a successful experience with *One School, One Book* that it becomes an annual part of their curriculum, and children and families look forward to it each year with eager anticipation.*

The books middle school students will be reading are as follows:

- Grade 7 - *Tangerine* by Edward Bloor
- Grade 8 - *After Ever After* by Jordan Sonnenblick

9. **ELA Intervention Pilot - Forked River School** - Dr. Clark shared that the Forked River School will implement a pilot program during the 2018-2019 school year with a select group of students in Grades 2-3-4. The purpose of the program will be to focus on closely identifying and remediating reading difficulties using a variety of research-based intervention programs. More information will be forthcoming.

10. **Out of State Travel** - The committee discussed the following out-of-state trips:

- Culinary Arts - High School ~ May 21, 2018 ~ Reading Terminal Market
- STEM Seminar Capstone ~ High School ~ May 22, 2018 ~ Philadelphia Liberty Bell
- STEM II ~ High School ~ May 29, 2018 ~ Franklin Institute, Philadelphia
- Middle School Autistic Class ~ May 30, 2018 ~ Winter Garden Theatre, NYC
- High School Men's and Women's Spring Track ~ PA Competition

Technology ~ No Agenda Items

Community Relations ~ No Agenda Items

LTEA ~ No Agenda Items

Health and Wellness ~ No Agenda Items

Other Items On the Floor - The committee discussed the following additional items:

- New Job Description ~ Cafeteria Lead
- Nonresident Student Information

**Next Meeting:
June 4, 2018
5:00 PM**

Respectfully Submitted,

Vanessa P. Clark
Assistant Superintendent

Lacey Township School District
Curriculum Committee
Curriculum, Health and Wellness, Community Relations,
LTEA Liaison, Technology



MINUTES

The Curriculum Committee Meeting took place on Monday, June 4, 2018. In attendance were Mrs. Linda Downing, Chair; Mr. Shawn Giordano; Mr. Nick Mirandi; and Dr. Vanessa Clark

Curriculum

1. **AchieveNJ Student Achievement Profile** ~ Dr. Clark shared the most recent state analysis of the AchieveNJ District Overview. This information will be shared at the October 2018 Student Achievement Report.
2. **Ocean County Math League 2018 Results** ~ Dr. Clark shared the results of the 2018 Ocean County Math League competition. Award recipients will be recognized at the June 18 Board Meeting.
3. **NJ State Governor's Jefferson Award for Public Service ~ Emma Davis ~ Junior at LTHS** ~ Dr. Clark shared that High School Junior, Emma Davis, was the proud recipient of the NJ State Governor's Jefferson Award for Public Service. The ceremony was held at the Trenton War Memorial. This award is given in recognition of public service. Emma received the award in recognition of her community service with JBJ Soul Kitchen and the Tuckerton Seaport.
4. **District and School Goals 2018-2019** ~ Dr. Clark shared both District and School Goals for the 2018-2019 school year. The goals can be found at this link: <https://goo.gl/MZxE95>
5. **Director of Special Services Job Description and Posting** ~ The committee reviewed the anticipated posting for the position of Director of Special Services. Dr. Maschi's, who accepted an Assistant Superintendent's position in another district, submitted a resignation to Superintendent Wigley, which will be approved at the June 18, 2018 Board Meeting.

Technology

1. **Summer Computer/Technology Upgrades and Enhancements** ~ The committee discussed the following agenda items:
 - a. 1 to 1 Chromebook purchase for MPS
 - b. Replacement of obsolete Mac desktop computers in LTHS and LTMS
 - c. Replacement of expired Chromebooks in FRS, CCS, and LHS
 - d. Implementation of self-insurance program for LTHS 1 to 1 program: <https://goo.gl/wSwkyp>
2. **Creation of "in-house" online course offerings (English 9 and English 10)** ~ Dr. Clark discussed that two high school teachers are in the process of writing two online courses

that will be taught by LTHS teachers. This is the first time that we have developed our own online courses.

3. **Summer PD Academy** ~ Dr. Clark shared that the 2018 Summer PD Academy for district staff is in development and will be ready for implementation in July.

Community Relations ~ No Agenda Items

LTEA ~ No Agenda Items

Health and Wellness ~ No Agenda Items

Other Items On the Floor - No Agenda Items

**Next Meeting:
TBD**

Respectfully Submitted,

Vanessa P. Clark
Assistant Superintendent



A Tradition Of Pride · A Tradition Of Excellence

Curriculum Committee

Health and Wellness, Community Relations, LTEA Liaison

Linda Downing, Chair
Tom DeBlass
David Silletti
Vanessa P. Clark
Alternate: Rob Klaus

MINUTES

The Curriculum Committee met on September 11, 2018. In attendance were Mrs. Linda Downing, Chair; Mr. Dave Silletti, Mr. Nick Mirandi.

Curriculum

1. **Ocean County College Professional Development Academy** - Dr. Clark discussed the District's participation in the Ocean County College Professional Development Academy.
2. **HIB Self-Assessments** - The committee reviewed HIB Self Assessments for each of the six schools. The assessments will be Board approved at the September 17 Board Meeting.
3. **After-School Enrichment Program** - Dr. Clark shared that proposals for the After-School Enrichment Program would be sent to teachers in the next few weeks so that the program will be ready for implementation for fall, winter, and spring.
4. **#EDCAMP Lacey** - Dr. Clark shared that the District will run its first EDCAMP under the direction and leadership of Mr. Paul O'Neil, Supervisor at Mill Pond School. The EDCAMP will be held on October 27, 2018.

Technology

1. **Lease End - HS Student Chromebooks and HS Teacher Laptops** - Dr. Clark shared with the committee that discussions are taking place to develop a plan for the next phase of Chromebook acquisition as the lease agreements are coming to an end. More information will be forthcoming.

Community Relations - No agenda items to report

LTEA

1. **LTEA Email - Heat First Week of School** - Dr. Clark shared information regarding an email sent by the LTEA Safety Chairperson regarding the heat wave during the first week of school. Dr. Clark shared that a meeting took place with union membership, including LTEA President, Mike Ryan, to discuss actionable steps that could be implemented in the future.

Health and Wellness - No agenda items to report

Items from the Floor:

- Dr. Clark introduced the following items:
 - Child Care Operation
 - Letter from Lucille Ziegler
- Mr. DeGeorge introduced the following item:
 - Review of an ongoing student accident case. A brief discussion followed.

Meeting Adjourned: 7:30 PM

Next Meeting: October 9, 2018, 5:00 PM

Respectfully Submitted:

Vanessa P. Clark

Superintendent of Schools



A Tradition Of Pride · A Tradition Of Excellence

Curriculum Committee

Health and Wellness, Community Relations, LTEA Liaison

Linda Downing, Chair
Tom DeBlass

Vanessa P. Clark
Alternate: Rob Klaus

David Silletti

MINUTES

The Curriculum Committee met on October 9, 2018, at 6:00 pm. In attendance were Mrs. Linda Downing, Chair; Mr. Nick Mirandi; Mr. Robert Riggs; Mr. Patrick DeGeorge; and Dr. Vanessa Clark

Curriculum

1. **Veterans Day Assembly** - Will take place on Wednesday, November 7, 2018 - Mill Pond.
2. **Mu Alpha Theta (MAT) Proposal - National Mathematics Honor Society** - Dr. Clark shared that a MAT chapter will be organized at the High School and affiliated with the Math Club.
3. **Out-of-State Travel** - The committee discussed the following out-of-state travel:
 - o Senior Health High School Students - December 2018 - NYC - Dr. Oz Show (Private Bus).
4. **Student Achievement Presentation** - Dr. Clark will present the 2018 Student Achievement Presentation at Monday's Board Meeting (October 15, 2018).
5. **District Professional Development Day** - Dr. Clark shared that the District Professional Development Day that took place on October 8, 2018, was a tremendous success.

Technology - no agenda items to discuss

Community Relations - no agenda items to discuss

LTEA - no agenda items to discuss

Items from the Floor:

- Dr. Clark introduced the following items:
 - Student Aged Child Care
 - LEF Letter

- Mr. DeGeorge introduced the following items:
 - Policy 8505 - Wellness Policy Assessment Tool

Health and Wellness - no agenda items to report

Meeting Adjourned: 6:30 PM

Next Meeting: October 9, 2018, 5:00 PM

Respectfully Submitted:

Vanessa P. Clark

Superintendent of Schools



A Tradition Of Pride · A Tradition Of Excellence

Curriculum Committee
Health and Wellness, Community Relations, LTEA Liaison

MINUTES

Meeting Date: November 12, 2018

Call to Order: 5:00 pm

Members Present: Linda Downing, Chair
David Silletti, Committee Member
Robert Riggs, Committee Member Alternate
Vanessa P. Clark - Superintendent
Patrick S. DeGeorge, Business Administrator

Agenda Items:

Curriculum

1. Mr. Tim Dowd, LTHS Assistant Principal, presented results of a High School Culture and Climate Survey that was administered as part of the High School accreditation process.
2. AP Steering Committee - Ocean County Districts and Ocean County College - Dr. Clark shared that Lacey will join the AP Steering Committee that will include OCC leadership, Superintendents, Curriculum Directors, and High School Principals. Meetings will take place at Ocean County College as a planning process for county-wide articulation among AP teachers to maximize the AP experience for all students.
3. Out-of-State Travel - The committee reviewed the following trips:
 - o 11/8/2018 - HS WLTS - WHYY Studios, Philadelphia, PA
 - o 12/29/2018 and 1/5/2019 - HS Boys and Girls Winter Track - Ocean Breeze Track and Field Facility, Staten Island, NY
 - o 3/30/2019 - HS Interact - St. Francis Inn, Philadelphia, PA

Technology - No agenda items to discuss

Community Relations - No agenda items to discuss

LTEA - No agenda items to discuss

Health and Wellness - No agenda items to report

- No agenda items to discuss

Items from the Floor:

- Dr. Clark introduced and led a discussion regarding the following items:
 - Recommendation for Assistant Superintendent
 - Jeff Brewer
 - Director of Food Services Interviews
 - Michelle Amos - District Supervisor
 - Other Vacancies
 - Proposed Realignment - Cedar Creek to Forked River
- Mr. Giordano introduced and led a discussion regarding the following items:
 - Installation of Lights at the High School Football Field
 - Possible return of the board attorney to the dais at board meetings.

Meeting Adjourned: 6:15 PM

Next Meeting: December 3, 2018 - 6:16 pm

Respectfully Submitted:

Vanessa P. Clark
Superintendent of Schools



A Tradition Of Pride · A Tradition Of Excellence

Curriculum Committee
Health and Wellness, Community Relations, LTEA Liaison

MINUTES

Meeting Date: December 3, 2018

Call to Order: 5:15 pm

Members Present: Linda Downing, Chair
David Silletti, Committee Member
Robert Riggs, Committee Member Alternate
Vanessa P. Clark - Superintendent

Agenda Items:

Curriculum

- Dr. Clark shared that she and Mr. DeGeorge met with Field Rep Kathy Winecoff of NJSBA to discuss the following:
 - Strategic Planning
 - Board Retreat 2019
 - Board Self-Evaluation
 - Board/District Goals
 - Superintendent Goals
 - Superintendent Evaluation
 - Dr. Clark plans to introduce each of the above topics beginning in January for full implementation.
- Dr. Clark outlined the goals and objectives for the Ocean County AP Steering Committee organized by Ocean County Districts and Ocean County College, which included the following:
 - Who? OCC leadership, Superintendents, Curriculum Directors, and High School Principals
 - Where? Ocean County College
 - Why? A planning process for a county-wide articulation among AP teachers to maximize the AP experience for all students.

- The committee reviewed the NJ DOE Broadcast that outlined the NJDOE School Safety Specialist Academy grant. Dr. Clark informed the committee that she completed the required survey and now awaits results that will determine selection for participation.
- Dr. Clark led a discussion on a fundraiser called MyRegistry. The committee viewed a similar MyRegistry fundraiser that is taking place in Central Regional. Dr. Clark shared that she is introducing the idea to the administrative team for implementation.
- The committee reviewed Every Student Succeeds Act (ESSA) 2018 Accountability Profiles and Dr. Clark led a discussion on how to interpret the results. Dr. Clark also shared a data chart that compared Lacey to other Ocean County districts. The important take away from the discussion is that Lacey students are

Technology

- Dr. Clark shared information about a safety management dashboard called Gaggle that provides “Deep insight and analytics on violations and incidents when students use school-provided communication and collaboration tools.”

Community Relations

- Dr. Clark shared two ideas that she intends to implement at Board Meetings beginning in January 2019. The first is called “*Around Lacey In About a Minute*” - which will be a video series that will highlight all the great things going on in Lacey. The second is a “*Spotlight on Our Graduates*” - which will highlight the accomplishments of our graduates.

Items from the Floor:

- No agenda items to discuss

Meeting Adjourned: 6:30 PM

Next Meeting: January 8, 2019 - 5:00 pm

Respectfully Submitted:

Vanessa P. Clark
Superintendent of Schools