

**CARLSTADT –EAST RUTHERFORD REGIONAL BOARD OF EDUCATION
EAST RUTHERFORD, NEW JERSEY 07073**

**SPECIAL ACTION SESSION
May 17, 2017**

AGENDA

NOTE: Be advised that the Board may recess into executive session at any time during the meeting.

CALL TO ORDER: 7:00 p.m. – Board of Education Conference Room

PURPOSE OF SPECIAL ACTION SESSION: The purpose of this special meeting is to discuss personnel matters and any other business to come before the Board.

ROLL CALL:

Robert Anderson	Brenda Kaneaster
Tina Cavallo	Fred Meo
Kevin Felten	Dennis Monks
Kathryn Fukushima	Raymond Muszynski
	Lawrence Bongiovanni

FLAG SALUTE AND OPENING STATEMENT:

The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon.

In accordance with the provisions of the New Jersey Open Meetings Act the Carlstadt-East Rutherford Regional Board of Education has caused notice of this meeting by posting the date, time and location of said meeting by mailing notification to **The Record**, the Board's official newspaper.

Copies of agendas are available 48 hours prior to said meetings in the Board of Education office and are posted in the main office of the H.P. Becton Regional H.S. and on the Becton Regional High School website – www.bectonhs.org.

ADJOURNMENT INTO EXECUTIVE SESSION (IF NECESSARY):

Moved: Second: Approved: Time:

WHEREAS: the Open Public Meetings Act and the Carlstadt – East Rutherford Regional Board of Education policy reserves the right within the constraints of State Law to sit in Executive Session and

WHEREAS: there now exists a need for this Board to meet in Executive Session to discuss matters pertaining to **(MUST BE SPECIFIC)**

BE IT RESOLVED: that the Carlstadt – East Rutherford Regional Board of Education recess into Executive Session

BE IT FURTHER RESOLVED that the Public will be informed

1. when the Board reconvenes to the regular business portion of the meeting this evening OR
2. at a later date undetermined at this time

MOTION TO ADJOURN THE EXECUTIVE AND RETURN TO THE REGULAR ORDER OF BUSINESS:

Moved: Second: Approved: Time:

REPORT OF THE BOARD SECRETARY/BUSINESS ADMINISTRATOR:

Nicholas Annitti

REPORT OF THE SUPERINTENDENT:

Louise Clarke

HEARING OF CITIZENS ON AGENDA ITEMS ONLY

To Open: Moved: Second: Approved: Time:

In accordance with the Bylaws 0167-Public Participation in Board Meeting, any citizen present who wishes to be heard on agenda items only, should raise his/her hand to be recognized, state name and address.

The Board wishes to remind all attendees at its meetings that while it subscribes without reservation to the principle of keeping the community completely informed, by policy it cannot respond to public discussion of personnel matters. If a matter concerning a district staff member is of interest or concern to a resident, it is recommended that the matter should be referred to the Principal, Superintendent, or the Board of Education by letter.

Each statement made by a participant shall be limited to five (5) minutes. Any citizen wishing to be heard on non-agenda items may do so after new business. The hearing of citizens shall be limited to sixty minutes.

To Close: Moved: Second: Approved: Time:

PERSONNEL: (Mr. Felten)

P1. Appointment of Stipend Positions 2017-2018:

Motion No.	Name	Action	Stipend Position	Stipend	Effective Date	Termination Date	Discussion
P1.1	Annette Giancaspro	Approve	Athletic Director	\$11,651	9/01/2017	6/30/2018	
P1.2	Michele Tabaka	Approve	Treasurer of Athletics and Student Activities	\$4,326	9/01/2017	6/30/2018	
P1.3	Mary Vacarro	Approve	Instructional Technology Facilitator	\$7,773	9/01/2017	6/30/2018	

P2. Appointment of Administration

Motion No.	Name	Action	Assignment	Employment Period	Salary + Longevity	Discussion
P2.1	Nicholas Annitti	Approve	Business Administrator	07/01/2017-06/30/2018	\$ 157,398 + \$5,000 Longevity BA	Contract and salary currently under negotiations.
P2.2	Louise Clarke	Approve	Superintendent	07/01/2017-06/30/2018	\$137,500 MA+33	Contract and salary currently under negotiations
P2.3	Dario Sforza	Approve	Principal	07/01/2017-06/30/2018	\$132,600 Doctorate	Contract and salary currently under negotiations.

ROLL CALL:

<u>MEMBER</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>	<u>REMARKS</u>
Mr. Anderson					
Mrs. Cavallo					
Mr. Felten					
Ms. Fukushima					
Mrs. Kaneaster					
Mr. Meo					
Mr. Monks					
Mr. Muszynski					
Mr. Bongiovanni					

EDUCATION: (Mrs. Kaneaster)

The Superintendent recommends that the Board approve the following:

Moved:

Second:

Approved:

E1. Bilingual/ESL

Be it resolved that the Board approve the attached Bilingual/ESL Three-Year Program Plan School Years 2017-2020.

BILINGUAL/ESL THREE-YEAR PROGRAM PLAN

SCHOOL YEARS 2017-2020

NEW JERSEY DEPARTMENT OF EDUCATION
Division of Learning Supports and Specialized Services
Office of Supplemental Educational Programs
Bureau of Bilingual/ESL Education
P.O. Box 500
Trenton, NJ 08625-0500

Email completed plan to: ellreports@doe.state.nj.us

Save the plan using the following file name format:
countycode-districtcode-districtname (e.g. 00-0000-sampledistrict.docx)

For a summary of Three Year Plan program review elements, consult:
<http://www.nj.gov/education/bilingual/policy/ImplementingELLPrograms.pdf>

NOTE: Districts that are requesting a waiver from a full-time bilingual education program must submit a bilingual waiver on <http://homeroom.state.nj.us/> under "Bilingual" in addition to completing this plan.

District Information

Bergen / 03
County Name/Code

Carlstadt/ East Rutherford / 0745
District Name/Code

Angela Gonzo-Supervisor/ESL Teacher
Name and Title of Person Completing

Angela Gonzo
Name and Title of Contact Person

(201) 935-3007
Telephone Number of Person Completing Plan

(201) 935-3007
Telephone Number of Contact Person

agonzo@bectonhs.org
Email Address

agonzo@bectonhs.org
Email Address

120 Paterson Avenue
Street Address of District

East Rutherford, NJ 07073
City State Zip

Carlstadt/ East Rutherford / 0745
District Name/Code

Bergen / 03
County Name/Code

BILINGUAL/ESL THREE-YEAR PROGRAM PLAN
SECTION I: GENERAL ASSURANCES

A. General Assurances Based on N.J.A.C. 6A:15 [Mark "X" for each if in compliance]

1. X The bilingual and/or ESL program is operated in compliance with New Jersey statutes and regulations.
2. X The ESL curriculum has been developed, aligned to the WIDA English Language Proficiency Standards for English Language Learners, and adopted by the local board of education.
3. X Within 30 days of the beginning of the school year, the parents/guardians of ELLs are notified annually by mail in their dominant language that their child has been identified as eligible for enrollment in an ELL program and of their right to decline program services in accordance with New Jersey regulations. In addition, parents are notified by mail in their dominant language when a determination has been made to exit a student. Parents/guardians also receive individual student progress reports as indicated in N.J.A.C.6A:15-1.13.
4. X A budget for the bilingual and/or ESL program is developed that specifies how state/local funds are directly related to the bilingual/ESL program instructional services and materials.
5. X The district uses a screening process, initiated by a home-language survey, to determine which students must be tested for English proficiency.
6. X All ELLs are identified for services with an approved ELP assessment (list can be found at http://www.nj.gov/education/bilingual/resources/prof_tests.htm). All ELLs in grades K-12 are tested annually with ACCESS for ELLs, the state English language proficiency assessment.
7. X ELLs who are determined to be eligible for special education and related services or eligible for speech-language services continue to receive bilingual/ESL services. These students are exited from ELL status using multiple measures, not through an IEP determination.
8. X Students are monitored for at least two years after they exit ELL status. Former ELLs are evaluated for academic progress to ensure they have not been prematurely exited, gaps in content knowledge due to ELL program services have been addressed, and ELLs are meaningfully participating in the standard instructional program comparable to their English-speaking peers.
9. ___ When parents/guardians refuse program services, alternative supports are provided for these students (e.g., training the student's classroom teacher in sheltered instruction) and an annual ELP test is administered until the student has been exited from ELL status.
10. X The district uses the following multiple indicators to determine which students are ready to exit a language assistance program:
 - Department-established standard on an English language proficiency test
 - Classroom performance and the student's reading level in English:
 - Judgment of the teaching staff member(s); and
 - Performance on achievement tests in English.

Chief School Administrator

Signature

Date Signed

Date of Board Approval

**BILINGUAL/ESL THREE-YEAR PROGRAM PLAN
SCHOOL YEARS 2017-2020
SECTION II: GENERAL PROGRAM INFORMATION**

A. PROGRAM STAFF

Indicate the number of certified/trained teachers in the chart. Teachers counted in 1 and 2 should not be duplicated in 3.

	TEACHER QUALIFICATIONS	NUMBER OF TEACHERS
1.	Bilingual-certified	
2.	ESL-certified	1
3.	Bilingual/ESL (dual certification)	
4.	Sheltered English Instruction trained teachers	

B. PROGRAM TYPE

For each program type, indicate the number of students in bilingual and/or ESL programs, and language(s) used for instruction in bilingual programs (if applicable). If any of the program types are not applicable, leave the section blank. Please refer to N.J.A.C. 6A:15 -1.2 located at: <http://www.state.nj.us/education/code/current/title6a/chap15.pdf> for definitions of program types.

Program Type	Number of Students	Language(s)
Full-Time Bilingual (self-contained or departmentalized) (list by language)		
Alternative programs that use students' native-language for instruction (Bilingual Part-time, Bilingual Tutorial, Bilingual Resource)		
Dual-Language (Two Way Immersion)		
Alternative programs that are English-based (High-Intensity ESL, Sheltered English Instruction)		
ESL-Only Programs	12	
Other (Please specify)		
ELL program parent refusal		

NOTE: ESL-ONLY PROGRAMS SHOULD CONTINUE TO SECTION V ON PAGE 8.

B. Full-Time Bilingual and Alternative* Program Assurances

Assurances for all Bilingual and Alternative Programs

[Mark Y (yes), N (no), or N/A (not applicable)]

1. ___ A parent advisory committee has been established in the district consisting primarily of the parents of the ELL students.
2. ___ Teachers receive professional development in strategies to meet the needs of ELLs.
3. ___ Administrators who supervise bilingual/ESL programs and administrators/personnel who observe and evaluate teachers of ELLs receive professional development in strategies to meet the needs of ELLs.
4. ___ All ELLs are provided at least one full period of ESL instruction per day from a certified ESL teacher. A period is the time allocated in the school schedule for instruction in core subjects.
5. ___ Students in High-Intensity ESL programs receive at least 2 periods of ESL per day from a certified ESL teacher.
6. ___ Students enrolled in a bilingual program receive instruction from bilingual teachers who are certified in bilingual education and the applicable content area(s).
7. ___ Teachers in Sheltered English classes are regular classroom teachers who have received training on strategies to make subject-area content comprehensible for ELL students.
8. ___ The maximum number of students for ESL classes fall under the framework below for ESL class size maximums. If "no", complete the following justification for exceeding maximums.

Framework for ESL Class Size Maximums		
	Classes including Proficiency Level 1-2 students	Classes including only Proficiency Level 3 and higher students
K-1	21 Students	25 Students
2-12	15 Students	20 Students

Grades K-1 ESL Class Size Maximum: ___ (number of students)	Grades K-1 Content Class Size Maximum: ___ (number of students)
Grades 2-12 ESL Class Size Maximum: <u>6</u> (number of students)	Grades 2-12 Content Class Size Maximum: ___ (number of students)

Justification for exceeding ESL class size maximums (150 words or less)
Include what district trends justify the class size (high class sizes for all students, etc.):

Program Assurances for Full-Time Bilingual Programs Only
 [Mark Y (yes) or N (no)]

1. ___ The bilingual curriculum is aligned with state standards, delivers content through the use of native/home language and English, and is adopted by the local board of education.
2. ___ The maximum number of students in bilingual classes fall under the framework below for bilingual class size maximums. **If "no", complete the following justification for exceeding maximums.**

Framework for Bilingual Class Size Maximums		
	Classes including Proficiency Level 1-2 students	Classes including only Proficiency Level 3 and higher students
K-1	21 Students	25 Students
2-12	18 Students*	25 Students

*These class sizes also reflect maximum size for bilingual classes with students with a limited or interrupted formal education (SLIFEs).

Grades K-1 Bilingual Content Class Size Maximum: ___ (number of students)	Grades K-1 Non-Bilingual Content Class Size Maximum: ___ (number of students)
Grades 2-12 Bilingual Content Class Size Maximum: ___ (number of students)	Grades 2-12 Non-Bilingual Content Class Size Maximum: ___ (number of students)
Justification for exceeding bilingual class size maximums (150 words or less) Include what district trends justify the class size (high class sizes for all students, etc.):	

**BILINGUAL/ESL THREE-YEAR PROGRAM PLAN
SCHOOL YEARS 2017-2020
SECTION IV: FULL-TIME BILINGUAL AND ALTERNATIVE PROGRAM PARENT
ADVISORY COMMITTEE**

Pursuant to N.J.A.C. 6A:15-1.15, "each district board of education implementing a bilingual education program shall establish a parent advisory committee on bilingual education on which majority will be parent(s) of students of limited English proficiency."

Note: Districts with an alternative program as the result of a bilingual waiver must also have a bilingual parent advisory committee and complete this section.

A. Please provide tentative meeting dates for the district's bilingual parent advisory committee.

2017- 2020	
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B. Select which of the following groups participate in the bilingual parent advisory committee. [Mark (X) each if applicable]

- Bilingual/ESL teachers
 - Mainstream teachers
 - Special education teachers
 - Parents
 - Paraprofessionals
 - Community representatives
- Other: _____
 - Other: _____
 - Other: _____

C. Please succinctly provide examples of parental participation in providing input and feedback regarding the bilingual or alternative program. (150 words or less)

Carlstadt/ East Rutherford
District Name/Code

Bergen/ 03
County Name/Code

B. ESL-Only Program Assurances
[Mark Y (yes) or N (no) for each]

1. Y Students are provided at least one full period of ESL instruction per day by a certified ESL teacher. A period is the time allocated in the school schedule for instruction in core subjects.
2. Y District wide, there are less than 20 ELL students in any one language classification enrolled in the ESL-Only program.
3. Y Teachers receive professional development in strategies to meet the needs of ELL students.
4. Y Administrators who supervise bilingual/ESL programs and administrators/personnel who observe and evaluate teachers of ELLs receive professional development in strategies to meet the needs of ELLs.