

Glassboro Public Schools



MEMO

Date: February 5, 2018

To: Mark Silverstein, Superintendent

From: Danielle Sochor, Chief Academic Officer

Re: Preschool Plan Action Memo
February 21, 2018 Board Meeting

Preschool Program – Recommend the Board approve the New Jersey Department of Education Division of Early Childhood Education and Family Engagement 2018-2019 Annual Update to 2017-2020 Three-Year Preschool Program Plan.

DMS/bg

TABLE 1: Current and Projected Preschool Enrollment

Directions -- Please read before completing the form.

1. Select your district name from the drop-down list. The spreadsheet will automatically fill-in your projected universe of eligible children.
2. Fill-in the remaining current and projected enrollment information below. Under "2017-18 Actual Enrollment," enter your **actual enrollment numbers submitted to the Department on October 15, 2017**. The totals and percentages below each table will calculate automatically.
3. Each row represents a mutually exclusive category. Do not count any child on more than one line, or an overcount will result.
4. Each child must be listed as either receiving a half-day education program or a full-day education program.
5. Only special education students who receive their entire instructional program in an inclusive environment should be listed under "Classified special education children in regular education classrooms (full-time only)."
6. Special education students who receive services exclusively in an out-of-district placement need not be counted on this form.

District Name: _____

Gloucester County, Glassboro

Total Universe of Eligible Preschoolers	286
2018-19 Projected Three-Year-Old Universe	143
2018-19 Projected Four-Year-Old Universe	143

2017-18 ACTUAL ENROLLMENT (10/15/2017)

	Three-Year-Olds		Four-Year-Olds	
	Half-Day Program	Full-Day Program	Half-Day Program	Full-Day Program
In-District Programs				
General education children in general education classrooms	48		84	
Classified special education children in general education classrooms (full-time only)				
Classified special education children in self-contained preschool disabled classrooms		1		6
Classified special education children in out-of-district placements				
Contracted Head Start Programs				
General education children in general education classrooms				
Classified special education children in general education classrooms (full-time only)				
Other Contracted Private Provider Programs				
General education children in general education classrooms				
Classified special education children in general education classrooms (full-time only)				
Classified special education children in self-contained preschool disabled classrooms				
Total Current Enrollment	48	1	84	6
Total Projected General Education Enrollment	48		84	
Universe of Eligible General Education Children	286			
Proportion of Universe Served	46.2%			

2018-19 PROJECTED ENROLLMENT

	Three-Year-Olds		Four-Year-Olds	
	Half-Day Program	Full-Day Program	Half-Day Program	Full-Day Program
In-District Programs				
General education children in general education classrooms (PEA Funded)	48		90	
Classified special education children in regular education classrooms (full-time only)			0	
Classified special education children in self-contained preschool disabled classrooms				3
Classified special education children in out-of-district placements				
Preschoolers in tuition-paid slots				
Contracted Head Start Programs				
General education children in general education classrooms (PEA Funded)				
Classified special education children in general education classrooms (full-time only)				
Other Contracted Private Provider Programs				
General education children in general education classrooms (PEA Funded)				
Classified special education children in general education classrooms (full-time only)				
Classified special education children in self-contained preschool disabled classrooms				
Preschoolers in tuition-paid slots (part of district program)				
Total Projected Enrollment (All Children)	48	-	90	3
Total Projected General Education Enrollment (PEA Funded Children)	48		90	
Universe of Eligible General Education Children	286			
Proportion of Universe Served	48.3%			

Table 2: Current and Projected Preschool Class Sizes

Glassboro

DIRECTIONS:

1. Your district name will be automatically entered from Table 1.
2. Please provide the the actual and projected enrollment of preschool children for every **classroom** in the program. For the 2017-18 school year, enter enrollment information submitted to the Department on **October 15, 2017**.
3. Each row should represent the daily schedule for that particular classroom.

		2017-18 Number of Children Enrolled (10/15/2017)			2018-19 Number of Children Projected		
Name of School / Provider	Classroom Number	Half-Day Session 1	Half-Day Session 2	Full-Day Program	Half-Day Session 1	Half-Day Session 2	Full-Day Program
Sample School	Classroom #1	15	15	-	15	15	-
Sample School	Jane Doe #1	-	-	21	-	-	21
District Classrooms Serving General Education and Inclusion Preschoolers							
J. Harvey Rodgers School	Patricia Kately	15	11		15	15	
J. Harvey Rodgers School	Renee Vanartsdalen	14	14		15	15	
J. Harvey Rodgers School	Barbara Fortini	16	14		15	15	
J. Harvey Rodgers School	Linda Keith	13	11		12	12	
J. Harvey Rodgers School	Kelley Moxey	12	12		12	12	
District Preschool Classrooms Serving Self-Contained Preschoolers							
J. Harvey Rodgers School	Melissa Mickie			1			
J. Harvey Rodgers School	Andrea Foglitta			6			3
Out-of District Placements for Self-Contained Preschoolers							
Head Start Teachers							
Other Private Provider Teachers							
Total Preschool Enrollment		139			141		
Current preschool enrollment correctly matches your totals in Table 1.							
Projected preschool enrollment correctly matches your totals in Table 1.							

2018-19 TABLE 4: Preschool Teacher Education, Credentials, and Experience

District: Gloucester County, Glassboro

Districts must maintain updated records and documentation of the education and credentials for each preschool teacher in a classroom serving eligible preschool children, whether he/she teaches in a district-operated or contracted private provider classroom. The information entered in this table must reflect this documentation. **Note:** Pursuant to N.J.S.A. 18A:26-2 any person employed as a teaching staff member by a district board of education shall hold a valid and appropriate certificate.

DIRECTIONS:

1. Provide the following information for **each teacher in a classroom room serving eligible preschool children** (including those in **provider settings**) as of **October 15, 2017**. If necessary, indicate any positions for 2018-19 that are unfilled at the time of budget submission by entering "To be hired" in place of the teacher's name.
2. Include **only** teachers responsible for delivering the primary educational program in each classroom. Do **not** include teacher aides or assistants, substitute teachers, master teachers, group teachers who do not teach in the classroom, special education teachers mandated by a child's IEP, relief teachers, or specialists (for art, music, physical education, etc.).
3. Except where noted, enter the number 1 if the check box applies to the teacher.
4. Select **only one** box under the "Highest Level of Education Attained" section for each teacher (i.e. select only High School Diploma or BA/BS or Master's Degree or Doctoral Degree).
5. Select all boxes applicable as of October 15, 2017 for each teacher under the "Credentials and Certification" section (i.e. do not select CE or CEAS if the teacher has a P.3).

6. Under "Foreign Language Proficiency," enter the following codes if the teacher is fully fluent and literate in a foreign language: 1=Spanish, 2=Korean, 3=Portuguese, 4=Creole (Haitian), 5=Arabic, 6=Gujarati, 7=Chinese, 8=Other.

**Foreign degrees/certification cannot be counted on this form unless they have been translated and accepted.*

[illegible]

District: Gloucester County, Glassboro

DIRECTIONS:

- *Foreign degrees/certification cannot be counted on this form unless they have been translated and accepted.

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2018-19 SCHEDULE A: District Personnel Detail

District:

DIRECTIONS:

1. Districts must use this form to itemize salaries, benefits, and salary step (if applicable) for all required preschool positions (Educational Program positions and Administrative/Support positions).
2. **Both full-time and part-time** employees should be included.
3. **Full-time salary and benefit equivalent should be reported for all part-time employees.**
4. Do not include employees from 2017-18 who will not be employed in 2018-19.
5. Select "yes" or "no" from the drop down box to indicate whether or not the district has a settled teachers' salary contract for 2017-18.

District's teacher salary scale settled for the 2018-19 school year?

Employee Name	Job Title	Full-Time Equivalent	Salary Step (if applicable)	2017-18 Salary	2017-18 Benefits	2018-19 Salary	2018-19 Benefits
SAMPLE: John Doe	Teacher	1.00	M2	\$ 50,000	\$ 9,000	\$ 58,000	\$ 9,000
SAMPLE: Jane Doe	Clerical Worker	1.00	n/a	\$ 45,000	\$ 6,250	\$ 52,200	\$ 6,406
Elizabeth Conley	Special Area Teacher	0.60		\$ 40,736	\$ -	\$ 43,034	\$ -
Barbara Fortini	Teacher	1.00		\$ 70,693	\$ 2,100	\$ 76,723	\$ 2,100
Kelly Franklin Moxey	Teacher	1.00		\$ 64,493	\$ 28,488	\$ 67,723	\$ 27,448
Linda Keith	Teacher	1.00		\$ 76,433	\$ 20,789	\$ 84,323	\$ 19,783
Patricia Kately	Teacher	1.00		\$ 83,623	\$ 20,504	\$ 84,323	\$ 19,783
Mary Shipley	Special Area Teacher	0.40		\$ 33,670	\$ 3,563	\$ 33,949	\$ 3,438
Renee Vanartsdalen	Teacher	1.00		\$ 75,593	\$ 9,043	\$ 83,473	\$ 8,595
Serena Johnston	Teaching Assistant	0.82		\$ 15,443	\$ -	\$ 15,825	\$ -
Rachel Morrison	Teaching Assistant	0.82		\$ 15,546	\$ -	\$ 15,929	\$ -
Kayley Steponick	Teaching Assistant	0.82		\$ 15,650	\$ -	\$ 15,929	\$ -
Monica Simmons	Teaching Assistant	0.82		\$ 21,404	\$ -	\$ 21,683	\$ -
Roseann Schopfer	Teaching Assistant	0.82		\$ 17,999	\$ -	\$ 18,900	\$ -
Elizabeth Calvo	Secretary 10 Month	0.25		\$ 6,765	\$ 3,121	\$ 7,537	\$ 6,629
Cathy McDonald	Secretary	0.25		\$ 11,027	\$ 8,165	\$ 11,725	\$ 7,878
Nancy Fiebig	School Nurse	0.50		\$ 29,766	\$ 9,034	\$ 30,574	\$ 11,816
Aaron Edwards	Program Administrator	0.50		\$ 49,998	\$ 12,468	\$ 52,713	\$ 11,524

**New Jersey Department of Education
Office of Early Childhood Education**

**Early Childhood Program Aid
2018-19 Former ECPA/ELLI DISTRICT BUDGET STATEMENT**

District: Glassboro

2018-19 PROJECTED GENERAL EDUCATION PRESCHOOL ENROLLMENT (PEA-Funded Children):

Preschool Three-Year-Olds Half-Day	48
Preschool Three-Year-Olds Full-Day	0
Preschool Four-Year-Olds Half-Day	90
Preschool Four-Year-Olds Full-Day	0

2018-19 PROJECTED PRESCHOOL ENROLLMENT (Tuition-Funded Children):

Preschool Half-Day	0
Preschool Full-Day	0

2018-19 PROJECTED FUNDING

2018-19 Preschool Education Aid (PEA)	\$412,020
Available PEA Carryover	
2018-19 General Funds used for Preschool	\$411,950
2018-19 Estimated Other Funds (Including Tuition)	

EXPENDITURE CATEGORY	FUNCTION/ OBJECT CODES	PEA (Including any estimated PEA Carryover) 2018-19	GENERAL FUND 2018-19	OTHER FUNDS (Including Tuition) 2018-19
INSTRUCTION	20-218-100-			
Salaries of Teachers	100-101	\$236,775	\$236,775	
Other Salaries for Instruction	100-106	\$41,310	\$41,310	
Unused Vacation Payment to Terminated/Retired Staff	100-199			
Purchased Professional and Educational Services	100-321	\$1,000	\$1,000	
Other Pur. Serv. (400-500)	100-500	\$6,100	\$6,100	
Tuition to Other LEA's within the State - Regular	100-561			
Supplies and Materials	100-600	\$5,000	\$5,000	
Other Objects	100-800			
SUBTOTAL INSTRUCTION		\$290,184	\$290,184	\$0
SUPPORT SERVICES	20-218-200-			
Sal. of Supervisors of Instr.	200-102			
Sal. of Principals/Asst. Principals/Program Directors	200-103	\$26,357	\$26,357	
Sal. of other Professional Staff	200-104	\$15,287	\$15,287	
Sal. of Secretarial & Clerical Assistants	200-105	\$9,631	\$9,631	
Other Salaries	200-110			
Family/Parent Liaison	200-173			
Facilitator/Coach	200-176			
Unused Vacation Payment to Terminated/Retired Staff	100-199			
Personnel Serv.-benefits	200-200	\$70,527	\$70,527	
Purchased Prof.-Ed. Services - Contracted Pre-k	200-321			
Purchased Prof.-Ed. Services - Head Start	200-325			
Other Purchased Prof.-Educational Services	200-329			
Other Purchased Prof. Services	200-330			
Cleaning, Repair and Maintenance Services	200-420			
Rentals	200-440			
Contracted Services - Transp (Btw Home & Sch.)	200-511			
Contr Trans Serv (Field Trips)	200-516			
Travel	200-580			
Miscellaneous Purchased Services	200-590			
Supplies and Materials	200-600			
Other Objects	200-800			
SUBTOTAL - SUP. SERV.		\$121,801	\$121,801	\$0
FACILITIES ACQ. CONSTR. SERVICES	20-218-400-			
Instructional Equipment	400-731			
NonInstructional Equipment	400-732			
SUBTOTAL - FAC. ACQ. & CONSTRUCTION		\$0	\$0	\$0
TOTAL		\$411,985	\$411,985	\$0

Check Total

Check Total