

BOARD REPORT
October 2, 2020
BOWE SCHOOL

Principal: Craig Stephenson

ADMINISTRATION:

- **Staff Evaluations in September 2020**

<i>Tenured Certified Staff</i>	0
<i>Non-Tenured Certified Staff</i>	0
<i>Non-Certified Staff</i>	0

COMMITTEE MEETINGS:

- **Committee Meetings Conducted September 2020:** (All Meetings Conducted via WebEx or Zoom. We have shifted to Zoom exclusively.)
 - **Bowe Pandemic Response Team (PRT) Meetings** – 9/1/20 & 9/22/20
 - **Professional Development School (PDS) Meetings** – 9/30/20
 - **School Leadership Team (SLT)** – 9/3/20; 9/9/20; 9/11/20; 9/16/20; 9/23/20; 9/30/20
 - Frequent meetings have been necessary to troubleshoot challenges; We are transitioning to bi-weekly meetings in October as significant tech/Schoology issues are less frequent
 - **School Improvement Panel (SciP)** – 9/30/20
 - We discussed observations and evaluations and agreed to reconvene after the DEAC meeting
- **District Level Committee Meetings**
 - **District Level Safety & Security Meeting** – 9/18/20
 - **Agenda included** – Review of panic button/lockdown protocol; NJ Drilling Law and expectations for 2020-21; Drilling schedules; Requirements for a Virtual & Hybrid Schedule; Building specific concerns

PLC MEETINGS (Virtual through Zoom):

- **Wednesday schedules** are set up to allow for committee meetings, PLCs, collaboration with colleagues, and faculty meetings. At the start of the year, grade levels, content-area PLCs, teacher partners (Math/ELA), and co-teachers have been meeting frequently to collaborate on lesson planning and the creation of instructional materials, as well as to troubleshoot issues encountered with technology and Schoology.

WEBINARS:

- **9-10-20 & 9-29-20 – NJOSPEP “Drilling Guidance for Schools”** – In advance of each month, we are provided guidance from the NJOSPEP via a “Drill of the Month” Webinar on what drills to conduct to ensure that we are maintaining the integrity of our required drills while also adhering to local, state and federal officials’ guidelines on how to keep our staff and students healthy & well during the pandemic.

PROFESSIONAL DEVELOPMENT:

- **Faculty Meeting** – We conducted a faculty meeting on 9/3/20 with a focus on: Code of Conduct for virtual and in-person settings; HIB for virtual and in-person settings; DCP&P; Safety & Security. We have a faculty meeting scheduled for Wednesday, October 7 @ 1:30 via Zoom. A portion of all faculty meetings includes a PD component. For this meeting, the PD component will focus on implementation of our schoolwide writing prompt.

- **Bowe Staff Notes** – We continue to update staff frequently during this unprecedented time with Bowe Staff Notes sent via email at the beginning and end of each week. The staff notes are designed to consolidate communications and limit, as much as possible, emails. The frequent School Leadership Team Meetings have also provided a way to collectively troubleshoot challenges and disseminate consistent communications.

INSTRUCTION/STUDENT NOTES:

- **Online Instruction** – After an extremely rocky start, with major Webex and Schoology issues impacting instruction and the stress levels of students, staff and parents, we have arrived at a better place. As of October 1, 2020, Zoom is working very well as our live conferencing platform. We are also in a better place with Schoology. Not all teachers arrived at having fully functioning courses until as recently as yesterday, but it appears all grades & teachers have active Schoology sites as of 10-2-20. There are still issues associated with the Schoology/PowerSchool synch, but overall, online instruction is much closer now to what we had envisioned. The staff is working extremely hard and should be commended for the efforts through a very challenging and stressful time. (Update – There are Zoom issues being experienced on 10-2-20. Tech has shared the issue is not isolated to Glassboro. It is a Zoom issue.)
- **Cameras during Live Lessons** - At this time we are now requiring that students share their camera during live lessons to better ensure that all are engaged in the lesson. We will make accommodations if there are extenuating circumstances.
- **Support Services** – Our counselors and nurse have regular office hours daily through which students can request to meet with them via Zoom.
- **SEL/Morning Meetings** – Each week, our SEL specialist Dr. Light shares a weekly plan for morning meetings with staff. The lessons typically revolve around a theme or national/international observance such as World Peace Day. Included as well are suggested discussion questions and group activities.
- **SEL Wednesday** – Each Wednesday morning, students in all grade levels participate in an SEL activity that reinforces the theme for the week. For instance, on Wednesday, September 23, students began working on Pinwheels for Peace and Peace Dove projects in Observance of World Peace Day. They were to display their completed projects outside their homes on the following Monday. [A wonderful video](#) highlighting some of the projects is available on the website.
- **NJIETA (New Jersey Inclusive Education Technical Assistance) Grant** – As was previously shared, the Bowe School applied for a grant through the New Jersey Inclusive Education Technical Assistance (NJIETA) program. The grant is designed to assist schools in the effort to develop more inclusive practices, which aligns with our professional development school (PDP) and building-level inclusive education goal. We have received word from the NJDOE that we were selected for the Technical Assistance Program. This means that staff members at Bowe will now have an opportunity to participate in professional development provided by the New Jersey Coalition for Inclusive Education. Dr. Brent Elder (our PIR), Mr. Stephenson, and our PDS committee met with Cristin Montalbano, our Inclusion Facilitator with New Jersey Coalition for Inclusive Education, to discuss the program and next steps. As a committee, we will decide upon a topic of focus for our training. We will make our selection by the end of October and then set up the virtual training. Whatever topic we choose will be viewed through a virtual lense. (i.e. How can we best meet the needs of our students with disabilities labels through a fully virtual and/or hybrid model?) (See attached letter regarding our selection for the NJIETA Grant.)
- **Congratulations to our September 2020 Bulldogs of Character** - The Bulldog of Character Award recognizes one student per grade level each month, as well as one student chosen by our special area teachers (i.e. art, PE, computers, SEL & music), for being outstanding students and citizens and for demonstrating, even in a virtual environment, the six pillars of character: trustworthiness, respect, responsibility, fairness, caring, and citizenship. Our September 2020 Bulldogs of Character are: Damien Chester-Beckett (4), Gage Garwood (4), Josiah Pratt (5), Sophie Amoriello (6), Brady Sarracino (6). Congrats to these outstanding Bulldogs!

- **MAP Testing** – Bowe School is scheduled for MAP testing the week of October 19th. We will run a modified schedule on the 19th and 20th to accommodate testing. To iron out some of the inevitable bugs, we will also conduct a test session on October 13th.

OPERATIONS:

- **Safety & Security** – This month, Bowe School conducted a fire drill and a test of our panic button/communication system.

FACILITIES:

- **Return to Hybrid** – We are in the process of preparing our school for a tentative return to a Hybrid schedule in November. (We are also preparing for the return of our self-contained students on October 15th.)

NURSES:

- See attached report

COMMUNITY:

- **Bowe Back to School Night** - The Thomas E. Bowe School Back to School Night program was held on Wednesday, September 9, 2020. The program was a fully virtual program. Pre-recorded introductory videos from the superintendent, Bowe administration and office staff, and classroom teachers were shared with parents. Live Q&A sessions (via Webex) with teachers as well as Mr. Stephenson were successfully conducted.
- **Bowe Parent Advisory Committee Meeting (BPAC)** – The first meeting of the Bowe School Parent Advisory Committee (BPAC) was held via Webex @ 6:00 PM on Wednesday, September 16, 2020. A second meeting was held via Zoom @ 6:00 PM on Wednesday, September 23, 2020. Both were well attended. A number of items associated with the opening of school were discussed. The next BPAC meeting is scheduled for October 7th.

UPCOMING BOWE MEETINGS SCHEDULED FOR THE MONTH OF OCTOBER AS OF 10/2/20: (all via Zoom)

- **Bowe Faculty Meeting** – 10/7/20
- **Attendance Committee** – 10/8/20 & 10/22/20
- **School Safety/School Climate Team** – 10/13/20
- **School Leadership Team (SLT)** – 10/14/20 & 10/28/20
- **Bowe Pandemic Response Team (PRT)** – 10/21/20
- **School Leadership Team (SLT)** – 10/28/20
- **Professional Development School (PDS)** – 10/28/20

WEBINARS SCHEDULED:

- None

