

BOARD REPORT
March 10, 2021
BOWE SCHOOL

Principal: Craig Stephenson

ADMINISTRATION:

- **Staff Evaluations in February 2021**

<i>Tenured Certified Staff</i>	0
<i>Non-Tenured Certified Staff</i>	7
<i>Non-Certified Staff</i>	0

- **Bowe Walkthroughs Conducted in February 2021 – 20**

COMMITTEE MEETINGS:

- **Committee Meetings Conducted February 2021:** (All Meetings Conducted via Zoom.)
 - **School Safety/Climate Team** – 2/9/21
 - **School Leadership Team (SLT)** – 2/10/21
 - **Bowe Attendance Committee** – 2/11/21
 - **Bowe Pandemic Response Team (PRT)** – 2/17/21
 - **Professional Development School (PDS)** – 2/24/21
 - **School Improvement Panel (ScIP)** – Did Not Meet
- **District Level Committee Meetings**
 - **District Level Safety & Security Meeting** – Did Not Meet (Next Meeting 3-11-21)
 - **Bowe/C&I Meeting** – 2/2/21
 - **Strategic Planning Committee Meeting** – 2/9/21
- **Community Committee Meetings**
 - **Bowe Parent Advisory Committee Meeting (BPAC)** – 2/3/21

PLC MEETINGS (Virtual through Zoom):

- **Wednesday schedules** remain set up to allow for committee meetings, PLCs, collaboration with colleagues, and faculty meetings. Grade level and content area PLCs continue to meet frequently to collaboratively plan hybrid instruction and create lesson components. (Additionally, the Wednesday schedule allows for students to participate in SEL lessons, Special Areas lessons, and small group/individualized support through teacher office hours.)

WEBINARS:

- **2/19/21 NJIETA's (New Jersey Inclusive Education Technical Assistance) ILDG (Inclusion Leadership Development Group) Meeting** – Dr. Elder (Bowe's PIR) and Mr. Stephenson participated in the Inclusion Leadership Development Group meeting on February 19th. The ILDG is a component of the NJIETA and includes 55 K-12 and higher education leaders throughout the state who meet (virtually at this time) with the goals of: developing suggestions or guidance for NJ schools on inclusive efforts, identifying obstacles or challenges to inclusive education in NJ, and reviewing information gathered from the NJIETA Systemic Change Facilitation sites and Technical Assistance sites. (Bowe is a Technical Assistance site.)
- **2/26/21 – 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. After each monthly webinar, Mr. Stephenson shares drill recommendations and other updates from the NJOSPEP with the other principals. In February, we conducted fire drills for each cohort and a specific safety & security drill for each cohort as per NJOSPEP guidelines. In continuing to follow guidelines from the NJOSPEP, we will be in compliance with the mandated drilling requirements for the 2020-21 school year.

PROFESSIONAL DEVELOPMENT:

- **Articulation Meetings** – Bowe school participated in a district articulation on Monday, February 8th. Representatives from Grade 4 participated in a Pre-K to 4 dialogue via Zoom as did Grades 5 & 6 in a 5 – 7 dialogue. The focus was on simulcasting/engagement strategies that have been successful as well as current challenges and pacing. The articulation meetings were followed by grade level PLC meetings through which these strategies were shared.
- **Faculty Meeting** – We conducted a faculty meeting on February 10th with a focus on the following: accommodations & modifications for students with IEPs (Presented by LDTC Yvette Clark), simulcasting equipment, Great Minds/Wit & Wisdom Training, expansion of in-person students, and the African American Performance & Arts Festival plan.
- **Wit & Wisdom Training (3/3/21 & 3/10/21)** – On the first two Wednesdays of March, ELA teachers as well as a number of special areas teachers and building/district admin team members engaged in full day trainings in preparation for implementation of the Wit & Wisdom curriculum in grades 4 through 6 in 2021-22. We will follow up with PLC meetings to debrief on the training and collaboratively prepare for curriculum revisions and implementation.

INSTRUCTION/STUDENT NOTES:

- **SEL/Morning Meetings & SEL Wednesday** – Students continue to participate in daily morning meetings (M/T & Th/F) and Wednesday SEL activities that reinforce the SEL theme for the week. The focus for many of February's meetings was diversity.
- **African American History Month Celebrations @ Bowe:**
 - **African American Read In** – On Wednesday, February 3rd, Bowe School held its 9th Annual African American Read In Day. (Our first ever virtual Read In.) This national program was established in 1990 by the Black Caucus of the NCTE to make literacy a significant part of Black History Month. Bowe 5th Grade teacher, Ms. Wiggins, initiated the program at Bowe. A number of Bowe staff members participate on the committee that organizes the program. It was a very successful event – even in a virtual format! Because the event was hosted online, volunteer readers throughout Glassboro, the County, and the country joined us to read to our students a variety of texts produced by African American authors. Even as we reintroduce an in-person program next year, we will likely maintain a virtual component to allow readers to join us from wherever they may be.
 - **African American Performance & Arts Festival** – On Wednesday, February 17th, students in Grades 4 – 6 participated in SEL group meetings in which student African American Performance & Arts Festival projects were shared. All Bowe students completed these projects which included a focus on influential African Americans. Each SEL group leader facilitated a discussion of the projects and focused in on the projects of those students in their group.
 - **Morning Announcements** - The month of February morning announcements featured a focus on an influential African American each day as part of our celebration of African American History Month. We focused on a number of lesser known, yet influential figures to expose students to important figures with whom they may be less familiar.
- **Thomas E. Bowe School RECEIVES KINDNESS CERTIFIED SCHOOL RECOGNITION** - In recognition of Bowe School's ongoing commitment to kindness and our participation in the 10th annual Great Kindness Challenge, we have been designated as a "Kindness Certified School" by Kids for Peace. Kids for Peace is a global nonprofit that hosts The Great Kindness Challenge, a positive and

uplifting program that fosters connection, inclusion, appreciation and overall well-being. The annual program has multiplied in enrollment each year, having grown to over 17 million students in 33,000 schools, reaching across all 50 states and 115 countries. Bowe School demonstrated their commitment to kindness by encouraging all students to complete 50 acts of kindness from The Great Kindness Challenge checklist as well as contributing to the Links of Love campaign. Thank you to Dr. Light and the entire Bowe staff for their support of these efforts.

- **Congratulations to our February 2021 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 the six pillars of character: trustworthiness, respect, responsibility, fairness, caring, and citizenship. Our February 2021 Bulldogs of Character are: Tatiana Concepción (4), Hannah Rulon (4), Adan Beteta Vasquez (5), and Mercedes Webb (6). Congratulations to these outstanding Bulldogs!
- **Bowe School Participates in New Jersey Math League Competition Under The Direction Of 6th Grade Math Teacher, Ms. Poggioli** - On Wednesday, February 24th, thirty of our sixth-grade students participated in the New Jersey Math League competition along with students all over the state. The questions in the competition are extremely difficult, and students only have 30 minutes to complete as many of the 35 questions as they can. This was the first year that the contest was held online, and we are proud of the fact that our students had the opportunity to show off their problem-solving skills. Congratulations to the following Bowe winners:
 - 1st Place: Madison Duppel
 - 2nd Place: William Mumbower
 - 3rd Place: Zachary Bailey
 - 4th Place: Karla Jardine
 - 5th Place (tie): Cassidy Batten, Ava Brody, Maria Schwartz, Taylor Spera
- **Bowe Schedule 2021-22 Meeting** – An initial meeting was held to discuss the Bowe Schedule for the 2021-22 school year.

STAFF NOTES:

- **PLC/MAP Data Review Meetings March 2021** – During the month of March, Mr. Stephenson and Mrs. Marchese are meeting with grade level/content area PLCs to review MAP data. In advance of these meetings, each teacher was provided focusing questions to guide his/her analysis of MAP data for his/her individual classes/students. This provided the springboard for grade level/PLC data discussions identifying areas in need of focus as well as a plan for addressing these needs.

OPERATIONS:

- **Safety & Security** – In February, Bowe School conducted a fire drill and a security drill for each cohort following guidance from the NJ OSPEP.

FACILITIES:

- We are managing some challenges with our heating in certain sections of the building. We are waiting on parts to fix one of the units. We have been relocating one of our classes as needed. We appreciate the responsiveness of our custodial and maintenance teams in helping us manage this issue.

NURSES:

- See attached report

COMMUNITY:

- **Bowe Parent Advisory Committee Meeting (BPAC)** – A Bowe School Parent Advisory Committee (BPAC) meeting was held via Zoom @ 6:00 PM on Wednesday, February 3, 2021. The next BPAC meeting is scheduled for March 16, 2021 @ 6 PM.

- **Bowe Morning Announcements** – Bowe Morning Announcement videos continue to be shared daily with students and families via the website and SchoolMessenger.

BOWE MEETINGS SCHEDULED FOR THE MONTH OF MARCH AS OF 3-10-21: (all via Zoom)

- **Attendance Committee** – 3/11/21
- **School Safety/School Climate Team** – 3/12/21
- **Bowe Faculty Meeting** – Wit & Wisdom Training/PLCs in lieu of faculty meeting
- **School Leadership Team (SLT)** – 3/12/21
- **Bowe Pandemic Response Team (PRT)** – 3/24/21
- **Bowe Schedule 2021-22 Meeting** – 3/25/21
- **Professional Development School (PDS)** – 3/31/21

DISTRICT/COMMUNITY MEETINGS SCHEDULED FOR THE MONTH OF MARCH AS OF 3/10/21:

- **Bowe/C&I Meeting** – 3/5/21
- **GPSD Safety & Security Meeting** – 3/11/21
- **BPAC Meeting** – 3/16/21

WEBINARS/CONFERENCES SCHEDULED:

- **Spring Inclusion Leadership Conference (3/19/21)** – The New Jersey Coalition for Inclusive Education (NJCIE) is hosting the Spring Inclusion Leadership Conference on March 19, 2021 from 8:00 a.m. to 3:00 p.m. This conference is virtual. Mr. Stephenson and Dr. Elder will be participating.

	A	B	C	D	E	F	G	H	I	J	K
1	Board Report-Bowe Nurse										
2	Health Office Log # of days/ month	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
3	Illness (1a,3a)	20	20	16	17	19	19				
4	First Aid/injury(1a,3a)		1	10	19	17	9				
5	Hygiene/ bathroom/ clothing issue (1a, 3a)		1	6	3	4	9				
6	Head Checks (3a)			4		3	2				
7	Lice Letters sent home (2a)										
8	Health Information Counseling (1b,2a,2b)										
9	Gym Excuses (1a, 3a, 1e)		1	1							
10	Exclusions-infectious (1a, 1e)										
11	Accident reports- Student										
12	Sent home (1a,1e)		1	4	11	12	3				
13	Referred to physician/hospital (1e)										
14	Sent to hospital (3d)										
15	Behavioral counseling (1b, 2a, 2b, 2e)										
16	Diabetic Mgmt (blood sugar,insulin,carb										
17	Medications										
18	Total meds administered (2e,3a,3b,4b)										
19	Med orders processed (2e,3a,3b,4b)										
20	Parent Ed re: meds @ school (1b,2a,3a)										
21	Students w/ EpiPens										
22	Screening (2e)										
23	Heights/weights (1b,4c)		13	11	2	17	16				
24	Height/weight referrals (1b,4c)						1				
25	Blood pressures (1b,4c)		12	11	2	17	16				
26	Blood pressure referrals (1b,4c)										
27	Hearing (4c)		12	9	2	17	16				
28	Hearing referrals (4c)		2	1							
29	Vision (4c)		12	9	2	17	16				
30	Vision referrals (4c)		2	1			2				
31	Scoliosis screenings (4c)		12	11		17	16				

	A	B	C	D	E	F	G	H	I	J	K
1	Board Report-Bowe Nurse	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
32	Scoliosis referrals (4c)						1				
33	CST screenings reports (1b,1c,1e)		1			2	2				
34	CAST screenings/reports (1b,,1c,1e)				5						
35	Evaluations and Planning										
36	CST/ CAST meeting/collaboration (3f)				1						
37	Individualized Health Care Plan/Update	Distribute	18				10				
38	Medical 504 Plans developed/updated (1c, 1e,2a,2b,2c,3a,3b,3d,3e,3f)										
39	New medical diagnosis/issues										
40	Home instruction applications (2a,2b,1f)										
41	Home instruction return (2a,2b,1f)										
42	New student health record appraisals(1b)	20	4			1	1				
43	Request for new student records (1b)										
44	Immunizations requested (4b)	95	46			44	5				
45	Student transfer out & records sent (2c)	35	5	1		2	1				
46	TB tests requested (1f, 2c)	2	1			1					
47	TB test evaluated or report rec'd (1f,2c)		1			1					
48	Prepare for Immunization Audit(1d, 2c)										
49	Audit of Immunization Records (1d, 2c)										
50	Students excluded-incomplete records										
51	Contact tracing/ Quarantine			32	63	38	16				
52	Total number of student's served	152	92	64	147	82	64				
53	Communications										
54	Parent calls (1b, 3a, 4b)	8	58	103	77	102	52				
55	Notes/Letters/Emails (1b,3a,4b)	103			32	30	13				
56	Professional Communication (1d,3f)	12	13	7	14	30	16				
57	Attendance calls (1c,1e,3a)	2	1	12	10	10	1				
	Conferences/ Collaboration (Teacher, Parent, Administrator/Nurses)	20	1	20		3	3				
58											
59	Medication Eval.Scale (teacher,Dr, par)			1							

	A	B	C	D	E	F	G	H	I	J	K
1	Board Report-Bowe Nurse	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
85	Departmental (Nurse/ Crisis/ CST) (1b,1f,4a,4c,4e)	5	6	4	2	1	3				
86	Nursing Continuing ed/workshops/ meetings (1d,2c,4a,4d,4e)	2		1		2					
87	Pandemic Response Mtg	2	1	1	1	1	1				
88	Reports										
89	Nurse's Monthly Report(1C,1f,2a,4b,4c)	1	1	1	1	1	1				
90	QSAC		1								
91	Annual TB Report					1					
92	Annual Immunization Status Report					1					
93	Miscellaneous										
94	Field Trip student lists/ supplies										
95	Mandatory Annual Trainings (1d,1f,2c,4d,4e)						1				
96	Substitute plans/updates (2c)										
97	Orient New Sub Nurses						1				
98	Back to School night	Y									
99	Annual review of nursing goals/objectives (1c,2c)	Y									
100	Professional Literature Review/ Online Subscriptions (1d, 4e)	Daily	Daily	Daily	Daily	Daily	Daily				
101	Prepare for CPR/AED training	RN Recert									
102	Prepare records & supplies for 6th Grade Camping Trip										
103	Assist w/MERT drills(1a, 2b, 2d, 3d)				2						
104	Communication re: health trends (2a)	1	1	1		1					
105	Parent letters for contagious illness										
106	Concussion management (1a, 1e, 3a, 3c 3e, 3 f, 4b,4c										
107	Random Moment Time Study						1				

	A	B	C	D	E	F	G	H	I	J	K
1	Board Report-Bowe Nurse	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
108	Coordinate Back to School Comm Fair										
109	Coordinate Stop the Bleed for MERT										
110	On-line Professional Development	2									
111	School Closure Log										
112	Guidance/Nurse- Bowe/ I.S. Meeting	2									
113	Initiate new vendor contact for PPE										
114	Order supplies for 2020/21 School Year	Inventory			Partial						
115	Update Resources for Parents Padlet	Y									
116	Update Bowe Nurse web page	Y									
117	Student Drop off/ Pick Up Days @ Bowe	Y									
118	NASN National Conference 6/29-7/3/20	Y									
119	Virtual Office Hours	Daily									
120	Monitor Staff Screen Checker	Daily	Daily	Daily	Daily	Y	Y				
121	Assist w/Immunization Records/Rodgers		1 Day								