

J. Harvey Rodgers School

BOARD REPORT

December 2025

Principal - Melanie Sweeney



PERSONNEL

- Appointments - N/A
- Resignation/Retirement - N/A
- Staff Evaluations to Date:
 - Tenured: 14
 - Nontenured: 16
 - Non-Certificated Staff: 0

COMMITTEE MEETINGS & PROFESSIONAL DEVELOPMENT

- Dept/Level
 - District Character Council Meeting - December 2nd
 - District NJTSS Meeting - December 2nd
 - JHR Character Council Team Meeting - December 3rd
 - Threat Assessment Team Meeting - December 3rd
 - Attendance Team Meeting - December 3rd
 - I&RS Meetings - December 5th
 - School Leadership Team Meeting - December 8th
 - I&RS Meetings - December 8th
 - Staff Meeting - December 10th
 - JHR Building NJTSS Team Meeting - December 11th
 - School Based Leadership (SBL) Team Meeting - December 17th
 - PIRT Meetings - December 18th
 - JHR New Teacher Academy - December 22nd
 - Early Dismissal - December 23rd
- SclIP - December 3rd
- PD
 - 2-Hour Delay: December 12th
 - We participated in a Creative Curriculum training titled *The Power of Assessment*, which was facilitated live by a trainer from Teaching Strategies. This was Part 2 of a 3 part series.

CURRICULUM AND INSTRUCTION (C&I)

- Preschool Checkpoint #1 Notification - December 1st
- Eureka Math Marking Period 2 Pacing Guide Review
- Eureka Math2 Module 3 Mid Module Assessment & End of Module Assessment Revisions
- Wit & Wisdom Module 2 Pacing Guide Review

SPECIAL EVENTS

- Athletics - N/A



- Visual & Performing Arts - N/A
- Community Events
 - Scholastic Book Fair - December 2nd to December 5th
 - The J. Harvey Rodgers School hosted its annual Scholastic Book Fair during the week of December 2nd - 5th. The fair included a well-attended Family Night on December 2nd, along with multiple opportunities throughout the week for families to shop together with their children during the school day. This year's event was especially successful, generating the highest total sales in the school's history. As a result, the school will be able to purchase additional books to enhance the school library, further supporting student access to high-quality, engaging reading materials and promoting a strong culture of literacy.
 - Multicultural Committee Team Meeting - December 9th
 - The Multicultural Committee recently met to reflect on ongoing initiatives and to begin early planning for an end-of-year preschool multicultural event. The team engaged in collaborative discussion focused on celebrating the diverse cultures represented within the school community and creating an inclusive, developmentally appropriate experience for students and families. Early planning efforts will support thoughtful coordination, family engagement opportunities, and alignment with the school's commitment to belonging, respect, and community. Additional details and logistics will be shared as planning continues.

OPERATIONS

- Safety & Security Meeting - N/A
- Safety & Security Drills
 - December 10th - Fire Drill
 - December 19th - Lockdown

FACILITIES

- Needs Assessment: See Miquel Olivo's Report, Supervisor of Buildings & Grounds

PUPIL PERSONNEL SERVICES (Guidance/SAC/CST)

- In December, our school focused on the Bulldog PRIDE virtue of Justice, with an emphasis on fairness. Students learned that justice means treating others fairly and giving people what they need, even when it does not look the same for everyone. The visual for the month was a balance scale, which helped students understand the difference between fairness and equality. Through discussion and hands-on demonstrations, students explored how balanced situations can look different while still being fair. Character education lessons used concrete, age-appropriate examples to reinforce this concept. Students examined scenarios such as balancing different weights on a scale and comparing tasks that appear equal but require different levels of effort. These activities helped students understand the monthly phrase, "Fair means everyone gets what they need." Classroom lessons included the read-aloud *That's Not Fair: A Book About How Fair Is Not Always Equal* by Courtney Butaroc, along with developmentally appropriate activities in preschool and kindergarten that encouraged



problem-solving, turn-taking, sharing, and empathy. Through these lessons, students practiced applying fairness in their daily interactions at school.

BULLDOG PRIDE

- Parent-Teacher Conferences were held from December 2nd - 5th, with an evening conference session offered on December 2 to provide additional flexibility for families. These conferences provided an important opportunity for teachers and families to engage in meaningful conversations about student progress, development, and instructional goals. The conferences supported strong home-school partnerships and reinforced the school's commitment to open communication and collaborative support for student learning.
- In December, the school hosted seasonal Gingerbread events for both Kindergarten and Preschool students. The Kindergarten Gingerbread event took place on December 16th, followed by the Preschool Gingerbread event on December 19th. Families were invited into classrooms to participate alongside their children, strengthening home and school connections and creating a joyful, engaging experience for students. A special highlight of both events was the visit from a "real-life" gingerbread character who joined each classroom!
- The Preschool and Kindergarten Winter Concert was held on December 22nd and featured this year's theme, "An Arctic Animal Adventure." Each concert showcased student learning through music and art centered around Arctic animals such as penguins and polar bears. A special highlight of the event was the participation of the Glassboro High School Select Choir, whose involvement enhanced the performances.
- The J. Harvey Rodgers School is proud to recognize Preschool Teacher Alicia Smith, who was named Governor's Educator of the Year, and Hallie Huntelman, a Kindergarten Special Education Aide, who was selected as the Educational Professional of the Year. These honors reflect their dedication, professionalism, and commitment to supporting students' academic and social-emotional growth. Their work exemplifies the values of Teaching with PRIDE and the strong collaborative culture within the school. We are proud to celebrate their outstanding contributions to the Rodgers community.
- Through our partnership with Glassboro High School's Early Childhood Education class, under the direction of Nancy Brown, high school students gain practical classroom experience by supporting our Kindergarten classes. Each Kindergarten classroom has been paired with a high school student who joins from 12:00–1:00 pm daily for the remainder of the school year. Their responsibilities include working with individuals or small groups, assisting with bulletin boards, observing instruction, setting up classroom materials, escorting students to the nurse or office, introducing a portion of a lesson, supporting students during independent work, or reading to a group. Currently, 24 high school students now join our kindergarten classrooms daily, providing additional support and opportunities for cross-age collaboration. This includes five students who have been assigned to the classrooms every day, along with nineteen additional students who previously visited twice a week and began attending daily starting in December.
- We are also continuing our collaboration with Montclair State University through the NJIETA Sustainability Grant. This five-year initiative is designed to expand access, participation, and support in inclusive early childhood education and to strengthen our preschool program. At the December 17th meeting, the visual subcommittee



reviewed their completed work and presented it to the team. The group will present this work to the full staff at the January 14th staff meeting.

- 32 of our preschool and kindergarten students in Special Education are participating in Rowan University's Adaptive Physical Education Program this fall. For eight weeks, students are paired with Rowan undergraduates under the guidance of a Rowan professor. Each child completes a Test of Gross Motor Development and receives follow-up lessons targeting fundamental movement skills in the areas of locomotor, manipulative, and stability.

UPCOMING EVENTS

- January 6th - District Character Council Meeting
- January 6th - District NJTSS
- January 7th - Character Champion Team Meeting
- January 7th - Behavioral Threat Assessment Team Meeting
- January 7th - Attendance Team Meeting
- January 7th - Annual School Plan Team Meeting
- January 12th - School Leadership Team Meeting
- January 13th - Early Childhood Advisory Council Meeting
- January 14th - Staff Meeting
- January 14th - Winter MAP Window Opens
- January 19th - School Closed
- January 21st - School Based Leadership Team Meeting
- January 23rd - I&RS & PIRT Meetings
- January 26th - JHR New Teacher Academy
- January 28th - Grade Level PLC
- January 29th - Marking Period 2 Ends

Nurse Monthly Data Report
25-26

	A	B	C	D	E	F	G	H	I	J	K
	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	
1	Board report-Rodgers nurse										
2	Health office log #of days/month	21	20	14	17						
3	Virtual Nurse's Office Activities										
4	Illness (1a,3a)	27	85	73	72						
5	First Aid/injury(1a,3a)	135	112	119	90						
6	hygiene/bathroom/clothing issue (1a,3a)	21	20	28	25						
7	Head Checks (3a)	1	0	0	48						
8	Lice Letters sent home (2a)	0	0	0	2						
9	Health Information Counseling (1b,2a,2b)	yes	yes	yes	yes						
10	gym excuses (1a,3a,1e)	2	0	1	0						
11	Exclusions-infectious (1a, 1e) (potential)	21	25	16	30						
12	Accident reports- Student	0	0	1	1						
13	Restraint Assessment Report	0	0	1	1						
14	Sent home (1a,1e)	21	25	20	37						
15	Referred to physician/hospital (1e)	1	0	2	0						
16	Sent to hospital (3d)	0	0	2	0						
17	Behavioral counseling (1b, 2a, 2b, 2e)	0	0	0	0						
18	Student diabetic management (Bloodsugars, insulin, carb counts)	0	0	0	0						
19	Blood sugar readings	0	0	0	0						
20	Medications										
21	Total meds administered (2e,3a,3b,4b)	1	12	21	7						
22	Med orders processed (2e,3a,3b,4b)	14	6	1	1						
23	Parent education re: meds at school(1b,2a,3a)	14	6	3	1						
24	Students needing epi-pens	8	8	8	8						
25	Medications picked up from school (3b)	0	0	0	0						
26	Screening (2e)	0	250	10	3						
27	heights/weights (1b,4c)	0	0	0	0						
28	height/weight referrals (1b,4c)	0	0	0	3						
29	Blood pressures (1b,4c)	0	250	10	3						
30	Blood pressure referrals (1b,4c)	0	1	0	0						

Nurse Monthly Data Report

25-26

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	A	B	C	D	E	F	G	H	I	J	K
59 Other											
60 Attendance calls (1c,1e,3a)	65	72	44	66							
61 attendance calls outgoing	20	10	10	10							
62 Parent calls made (1b,3a,4b)	yes	yes	yes	yes							
63 Notes sent home (1b,3a,4b)	yes	yes	yes	yes							
64 Parent e-mails (1b, 3a, 4b)	yes	yes	yes	yes							
65 Letters to request emergency updates	yes	yes	yes	yes							
66 Conferences/ Collaboration (Teacher, Parent//Administrator/Nurses)	yes	yes	yes	yes							
67 Guidance conference (1b,1c,2a,2b,3a,3f)	2	1	0	0							
68 HIB Referral/involvement	0	0	0	0							
69 Professional Communication (1d,3f)	yes	yes	yes	yes							
70 Health Education											
71 Health lesson classes (3c)	0	0	0	0							
72 Arranged for health lessons outside provider (3c)	0	0	0	0							
73 Parent health education	yes	yes	yes	yes							
74 ELL outreach/communication (1b,4b)	yes	yes	yes	yes							
75 Reports submitted	no	no	no	no							
76 Staff											
77 Health office visits/ contacts (2b)	17	30	20	12							
78 Refer to private medical provider (2b)	0	2	2	2							
79 Workman's comp form completed (1f,2b,2c)	1	2	2	2							
80 Workman's comp referrals (1f,2b,2c)	1	2	2	2							
81 Flu vaccine information provided (2b)	0	0	0	0							
82 COVID vaccine information provided (2b); Flu; RSV information provided (2b);	0	0	0	0							
83 Sent to hospital (3d)	0	0	0	0							
84 Collaboration for individual student	0	0	0	0							
85 Glucagon delegate training (1a, 2d)	0	0	0	0							

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	A	B	C	D	E	F	G	H	I	J	K
86	Epi-pen Delegate Training (1a,2d)	0	0	0	0						
87	MERT Team training/review (1a, 1c,2b,2d, 3d)	0	0	1	1						
88	Food Allergy Review (1a,1c,2b,2d,3c,3d,4d,4f)	8	8	8	8						
89	Meetings/Workshops/Activites										
90	Teacher inservice	yes	yes	yes	yes						
91	Faculty Meeting (4d)	yes	yes	yes	yes						
92	Virtual Meetings (4d)	no	no	no	yes						
93	Attendance Meeting (4d)	yes	yes	yes	yes						
94	Departmental (Nurse/ Crisis/ CST) (1b,1f,4a,4c,4e)	no	yes	yes	yes						
95	COVID-19- district nurse collaboration (1b, 1f,4a, 4c, 4e)	no	no	no	no						
96	Drills (2b,2c,3c)	yes	yes	yes	yes						
97	Nursing Continuing ED/workshops/ GCSNA meetings (1d,2c,4a,4d,4e)	no	yes	yes	yes						
98	COVID- 19 workshops/seminars, literature review (1d, 2c, 4a, 4d, 4e)	no	no	no	no						
99	Other										
100	Field Trip student list review	no	yes	yes	no						
101	Review emergency contacts *3a, 4b)	yes	yes	yes	yes						
102	Substitute plans/updates (2c)	yes	yes	yes	yes						
103	Volunteer/Fundraising	no	no	no	no						
104	Back to School night	yes	no	no	no						
105	Orient New Sub Nurses	no	yes	yes	no						
106	Literature Review/ Online Subscriptions (1d, 4e)	yes	yes	yes	yes						
107	Reflection on Practice	yes	yes	yes	yes						
108	Development/review of nursing goals/objectives (1c,2c)	yes	yes	yes	yes						

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	A	B	C	D	E	F	G	H	I	J	K
135	PPE acquisition and distribution	no	no	yes	no						
136	Interdepartmental collaboration	no	no	no	no						
137	Board of Education meeting	no	no	no	no						
138	COVID-19 test distribution	no	no	no	no						
139	CDRSs weekly illness surveillance	yes	no	no	no						
140	Identify/Assist student population at risk for health care access										
141											
142	ELL outreach and direct assist	no	no	no	no						
143	Assist to access medical care	no	no	no	no						
144	Collaboration re: increased absence	yes	yes	yes	yes						
145	Collaborationre: McKinnie Vento	no	no	no	no						
146	Collaboration with Nutri-serve	no	no	no	no						
147	Collaboration with district nurses	yes	yes	yes	yes						
148	Collaboration with CST	yes	yes	yes	yes						
149	PLC discussions with nurse group	yes	yes	yes	yes						
150	Development of referral list of resources	yes	yes	yes	yes						