

# BOWE ELEMENTARY SCHOOL

# Memo

To: Dr. Silverstein  
CC: Nancy Moore, Dr. Preston, Mary MacMichael  
From: Craig Stephenson  
Date: October 2, 2020  
Re: Board Notification of NJIETA Grant Acceptance

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In June, the Board was notified that the Thomas E. Bowe School applied for a grant through the New Jersey Inclusive Education Technical Assistance (NJIETA) Project.

I am pleased to report that we have been accepted for the Technical Assistance Package offered through this program.

The program is designed to assist schools in the effort to develop more inclusive practices, which aligns with our building's professional development school (PDP) inclusive education goal. Through the Technical Assistance Package, 10 -12 of our staff members will engage in training facilitated by the New Jersey Coalition for Inclusive Education on a topic of our choosing. The training will occur virtually on five days over six weeks running through one of the following windows: mid-Dec-Jan, mid-Feb-Mar, or mid-April-June. Staff who participate in the training will be positioned to turnkey the professional development to their colleagues.

Dr. Cristin Montalbano is our Inclusion Facilitator through the New Jersey Coalition for Inclusive Education. Dr. Brent Elder (our PIR) will also assist in the facilitation of this program at Bowe. Our Professional Development School Committee will select by the end of October an inclusive education topic that will best support our needs.



**State of New Jersey**  
DEPARTMENT OF EDUCATION  
PO Box 500  
TRENTON, NJ 08625-0500

PHILIP D. MURPHY  
*Governor*  
SHEILA Y. OLIVER  
*Lt. Governor*

KEVIN DEHMER  
*Interim Commissioner*

August 13, 2020

Dear Craig Stephenson,

Thank you for submitting an application for The NJ Inclusive Education Technical Assistance (NJIETA) project. We are pleased to inform you that your district has been accepted for Technical Assistance Package at Thomas E. Bowe School.

Despite the challenges that have taken place in recent months, NJIETA is committed to supporting your team with high quality resources, tools and strategies to improve inclusive education practices within your building, or in a hybrid model of in-person and online instruction. Through leadership development, targeted technical assistance and systemic change facilitation, the NJIETA team will work with your school-based team to improve positive outcomes for all students.

NJIETA will be contacting you in August to provide an overview of the Technical Assistance process as well as to discuss program expectations as we begin this important work together.

The Annual Inclusion Leadership Conference will also take place virtually on August 31, 2020. We urge you to register one administrator free of charge from this school site. Please contact NJIETA at [info@njieta.org](mailto:info@njieta.org) to register.

We look forward to working together with you and your team.

Sincerely,

A handwritten signature in cursive script that reads "Peggy McDonald".

Peggy McDonald, Ed.D.  
Assistant Commissioner  
Division of Student Services