



Committee Report

Committee Name: Instruction & Program

Location	Date	Time
Virtual	6/11/2024	5:00 PM
Board Members		
Kanileah Anderson	Vereliz Santana	
Allison James-Frison		
District Liaison & Superintendent Representative		
Dr. Maria Ortiz		
Other District Staff		
Havier Nazario	Matthew Brewster	
Dr. Paula Perrone	Jennifer Killeen	
Kenneth Montalbano	Anzella Nelms	
Rochanda Jackson		
Guests		
Meeting Summary		
<p>Comments:</p> <p>The meeting opened at 5:03 PM.</p> <p>At 5:04 PM, Executive Director Jackson began the Office of Policy, Planning, Evaluation and Testing (OPPET) Overview presentation. She shared that OPPET has 5 workstreams:</p> <ol style="list-style-type: none"> 1. Academic Data and Strategic Analytics 2. State and District Assessments 3. Unified Enrollment 4. Student Information Systems 5. Family Support and Reengagement Center <p>One of the core responsibilities of the OPPET team is Strategic Plan Priority 1: Unified and Aligned Systems and Key Strategy 1.3: Build and implement a district-wide data warehouse complete with multi-source information and unified business rules that support real time data integration, quality control, data mining and analytics to improve achievement, instructional practice, and organizational efficacy. The second area where the team has responsibility is Priority 2: A Rigorous and Relevant Framework for Curriculum and Instruction and Key Strategy 2.4: Implement a district-wide assessment system that is aligned to curricula, integrates multiple measures, and allows accessibility and modifications for Students with Disabilities and English Language Learners (ELLs).</p> <p>Executive Director Jackson explained each team's role in the OPPET department:</p>		

Academic Data and Strategic Analytics

- Produce iterative reporting on student and staff outcomes, including achievement on national, state, and district assessments (SAT, PSAT, AP, NJSLA, NJGPA, ACCESS, DLM, Performance Matters, MAP, etc.), post-secondary outcomes, school culture and climate survey reports, ReThink social emotional surveys, high school graduation tracking and readiness reporting, enrollment trends, student discipline, and teacher attendance.
- Examine student outcomes on high stakes, national initiatives (or initiatives with national implications), such as Department of Justice ELL reports, Civil Rights Data Collections, Council of Great City Schools annual reports, etc.
- Support ongoing access to live data reporting in Tableau through continuous data cleaning, mining, and archiving.
- Track and evaluate district-wide interventions and programs including Summer School, Saturday School, afterschool tutoring, Give Me 5 Attendance Campaign, At-Promise initiative, etc.; identify demographic trends and author executive summaries.
- Manage the research collaborations with internal and external stakeholders, holding monthly Internal Review Board (IRB) meetings to vet and support proposed research, maintaining communications with stakeholders, and providing data to fulfill data sharing agreements signed by the Board.

Executive Director Jackson briefly reviewed the various dashboards used by OPPET to track data.

This year, The Data Champion Academy trained the first cohort of 128 staff members across 64 schools in using data for continuous school improvement. Data Champions were charged with helping Principals build a tight-knit community of staff who are passionate about promoting data literacy. Participants received training in a 7-session series, led by Dr. Brad Geis of Education for the Future, which began in November and ended in June. The group sessions were delivered in person and online, and 1 on 1 coaching was provided as needed.

School Year 2024-2025 Research Agenda

- Curriculum Revisions in ELA, Math, and Science
- Extended Learning (Afterschool, Tutoring, Saturday School, Summer School)
- Revision of School Feeder Patterns
- Current ELL English Language Trajectory
- Conception to Cradle to Age 3

Student Information Systems

- Manage all aspects of the implementation of PowerSchool, the district's system of record for students – demographics, school and course enrollment, scheduling, instructional and special programming, and discipline.
- Prepare and submit all state reporting associated with student data collection to NJSMART, statewide data solution that serves multiple purposes: staff/student identification, data warehousing, reporting, and analytics.
- Collaborate with Information Technology in the establishment of a comprehensive, longitudinal district-based data solution that support data warehousing, analytics, and reporting.
- Tailor cultivation of an automated reporting suite to flag systemic data errors and lead school staff responsible for student data entry in continuous cleaning to ensure readiness for state and district reporting (ASSA, NJSMART, Report Cards, etc.).
- Maintain the district-wide course catalogue and track scheduling.

- Oversee the integration of data involving various district systems, e.g., SchoolMint, Easy IEP, SNAP, K-12 Swipe, Clever, Schoology, Edulastic, etc.
- Provide clear instructions to parents in navigating the parent portal for PowerSchool.

Testing

- Manage all aspects of the implementation of the district’s assessment portfolio.
- Prepare designated school test coordinators to lead assessments in their schools, ensuring all necessary staff are trained and all eligible students participate.
- Conduct risk analyses and prepare dashboards to track progress in mitigation of potential risks in state assessment.
- Track completion of online assessments.
- Coordinate monitoring, leveraging school leadership teams (SLTs), Teaching & Learning (T&L), and other appropriate Central Office Staff.

Executive Director Jackson then gave a brief overview of the District testing calendar.

Enrollment

- Manage all aspect of the implementation of SchoolMint, the universal enrollment platform system,
- Provide in person and virtual support to families as they embark on each stage of the enrollment process with efficiency, friendliness, and empathy.
- Deliver comprehensive professional development to school-based enrollment clerks to ensure end to end family support.
- Develop and maintain multileveled tracking of all students’ progress through the enrollment process.
- Track enrollment trends across City regions, schools, grade spans, and instructional programs to improve forecasting of resource needs.

Key Points of Enrollment (Newark Enrolls) for SY 2024-25

- On the first day of launch, 1,642 applications were submitted through SchoolMint
- 7,491 students applied
- The Newark Board of Education is the 6th fastest growing district in the nation

Executive Director Jackson shared that the Family Support and Reengagement Center provides call-based support to families with efficiency, friendliness, and empathy, as they outreach the district with questions. They establish pathways to incorporate communication patterns that assist school leadership teams with managing parent requests. They work with Information Technology to begin the record digitization process and collaborate with the City to establish the Newark Reengagement Center to ensure out of school youth are able to return to and complete schooling. They cultivate a strong reciprocal partnership with the Newark Work Force Development Office to connect students with Summer Youth Employment Opportunities.

The OPPET presentation was followed by questions/comments from Board Members:

- All Committee Members shared appreciation for the presentation.
- Co-Vice President Santana shared the importance of putting emphasis on the NJSLA report presented in August/September with a breakdown of the data by student demographic and grade level.
- Chair Anderson asked for additional details of the OPPET team and their credentials.

- Executive Director Jackson informed Board Members that the department is growing and will have 30 members by the end of the calendar year and briefly reviewed their credentials and areas of expertise.
- Chair Anderson inquired about EasyIEP.
 - Executive Director Jackson explained that EasyIEP is managed by the Office of Special Education and Student Support Services. She shared that they have done training and have provided families with opportunities to learn how to use the platform through their annual parent conference.
 - Chief of Staff Nazario shared that EasyIEP is a platform where information is stored and historical records can be accessed. He explained that every teacher who interacts with a student with an IEP must review their IEP. At the beginning of the school year, a student's case manager reviews the student's IEP with their teachers so every teacher is prepared to provide accommodations and modifications for the student in accordance with their IEP.

At 5:49 PM Supervisor Killeen reviewed the resolutions for this month:

- 16.2 [Articulation Agreement between Kean University and Newark Board of Education in support of Central High School](#)
- 16.3 [Athletic Programs SY 2024-2025 and NJSIAA Member Resolution](#)
- 16.4 [Authorization of District Field Trips](#)
- 16.5 [Approval of a Memorandum of Understanding between NJ LEEP, Inc and the Newark Board of Education.](#)
- 16.6 [Continuation and Formalization of the Gifted and Talented Program](#)
- 16.7 [Approval of Memorandum of Understanding with South Ward Environmental Alliance](#)
- 16.8 [Approval of a Memorandum of Understanding between Newark Mentoring Movement, Inc and the Newark Board of Education](#)

At 5:58 PM, Chair Anderson motioned to move resolutions to the full Board. This was supported by Board Members.

Director Brewster began the Summer Programs 2024 presentation at 6:11PM.

Elementary Summer Programs include:

- Summer Achieve (Academic)
- Summer Quest (Enrichment)
- K-Ready Kindergarten Bootcamp
- Mandatory Summer School
- English Plus
- Alvin Ailey Camp
- Extended School Year
- High School Jump Start Academy
- Summer STEM Academy
- Summer Sports Camp
- Summer Visual & Performing Arts Academy

Elementary Summer Sites include:

- Ann Street
- Belmont Runyon

- Camden Street
- Dr. E. Alma Flagg
- Elliott
- First Avenue
- George Washington Carver
- Hawkins Street
- Louise A. Spencer
- McKinley
- Mount Vernon
- Oliver Street
- Park Elementary
- Rafael Hernandez
- South Street
- Speedway Avenue

Daily Schedule for Students

8:30 - Breakfast

9:00 - Instructional Day Begins

12:00 - Lunch/Recess

1:00 - 6:00 Enrichment with Community Partners

Academic Teachers' Schedule - 8:30 - 1:00

Enrichment Teachers' Schedule - 12:30 - 6:00

Important Dates

March 28th - Student Registration Opened for Elementary Programs

May 15th - Student Registration Closed

June 27th - Summer Programs Begin

August 2nd - Summer Programs End

High School Summer Programs include:

- Accelerated Courses
- English Plus
- Extended School Year
- Future Business Leaders
- FAFSA/NJAFSA Support
- Montclair State Teacher Academy
- CTE Industry Partnerships & Work-Based Learning
- Musical Theatre
- Newcomers Summer School
- Performing Arts Academy
- Culture Creators- Visual Arts Academy
- Summer Sports Camps
- Summer Bridge
- High School Enrichment
- Alvin Ailey Camp

High School Summer Sites include:

- Arts
- Central

- Data Science & Information Technology
- East Side
- Malcolm X. Shabazz
- Newark School of Fashion and Design
- Newark Vocational
- Technology
- University
- Weequahic
- West Side

Daily Schedule for Students

7:45 - Breakfast

8:30 - Enrichment Day Begins

1:30 - Enrichment Day Ends

1:30 - Lunch & Dismissal

Enrichment Teachers' Schedule - 8:30 - 1:30

Director Brewster shared that over 6,000 students are currently registered for Summer Programs, and this number continues to grow.

The NBOE Summer Program was selected to advance to the site visit round of the 2024 Summer Learning Award review process! The reviewers were impressed with the district programs' level of quality, which earned us finalist status this year. The names of the finalists will be announced during National Summer Learning Week from July 15-19, and the winners will be featured at the National Summer Learning Association's Annual Conference in Washington D.C. from November 11-13, 2024.

Director Brewster concluded the Summer Programs presentation at 6:11PM and welcomed questions and comments from Board Members.

- Chair Anderson commended Director Brewster and his team for being nominated for the Summer Learning Award, and inquired about the site(s) they would be visiting.
 - Director Brewster shared that available dates were provided to the reviewers and at this time, we do not know what sites will be visited.
- Chief Nazario remarked that Newark has always been a pioneer in Summer School and many school systems have modeled their summer programming after Newark.
- Co-Vice President James-Frison shared that she visited every summer school site last year and commented on the top-notch summer programming across the district.

At 6:21 PM, Executive Assistant Dr. Perrone presented the Middle School to College (M²C) Initiative, which is a potential collaboration between the Newark Public Schools and Essex County College (ECC) for select District middle school students in which they will be exposed to college-level courses and experiences with a STEM focus. The planning between the District and ECC is currently underway and details will soon be finalized.

- Chair Anderson expressed her enthusiasm for the program.

Chair Anderson adjourned the meeting at 6:22PM.