



Camden City School District Board Member Retreat

Monday, February 26, 2018

Agenda

- 5:30 p.m. → Meeting Opening, Roll Call, Pledge to the Flag
- 5:30-6:00 p.m. → Public Comment
- 6:10-7:30 p.m. → Closed Session
- 7:30-7:45 p.m. → Open Session: School Support Updates
- 7:45-8:00 p.m. → Open Session: QSAC Process and Score Update
- 8:00-8:15 p.m. → Open Session: District Financial Audit
- 8:15-8:45 p.m. → Open Session: Board Member Communications
- 8:45 p.m. → Meeting Adjourn

Agenda

- 5:30 p.m. → Meeting Opening, Roll Call, Pledge to the Flag
- 5:30-6:00 p.m. → Public Comment
- 6:10-7:30 p.m. → Closed Session
- 7:30-7:45 p.m. → Open Session: School Support Updates
- 7:45-8:00 p.m. → Open Session: QSAC Process and Score Update
- 8:00-8:15 p.m. → Open Session: District Financial Audit
- 8:15-8:45 p.m. → Open Session: Board Member Communications
- 8:45 p.m. → Meeting Adjourn

Agenda

- 5:30 p.m. → Meeting Opening, Roll Call, Pledge to the Flag
- 5:30-6:00 p.m. → Public Comment
- 6:10-7:30 p.m. → Closed Session
- 7:30-7:45 p.m. → Open Session: School Support Updates
- 7:45-8:00 p.m. → Open Session: QSAC Process and Score Update
- 8:00-8:15 p.m. → Open Session: District Financial Audit
- 8:15-8:45 p.m. → Open Session: Board Member Communications
- 8:45 p.m. → Meeting Adjourn



Agenda

- 5:30 p.m. → Meeting Opening, Roll Call, Pledge to the Flag
- 5:30-6:00 p.m. → Public Comment
- 6:10-7:30 p.m. → Closed Session
- 7:30-7:45 p.m. → Open Session: School Support Updates
- 7:45-8:00 p.m. → Open Session: QSAC Process and Score Update
- 8:00-8:15 p.m. → Open Session: District Financial Audit
- 8:15-8:45 p.m. → Open Session: Board Member Communications
- 8:45 p.m. → Meeting Adjourn



School Support Updates- ESSA School Rating Updates

ESSA Requirement	NJ State Plan Indicator
Academic Progress (Elementary/Middle Schools) and Graduation Rate (HS)	Student Growth Percentile/ Graduation Rate
Academic Achievement	PARCC/DLM Proficiency
Additional Measure of School Quality or Student Success	Chronic Absenteeism
Progress Towards English Language Proficiency	Progress to English Language Proficiency (ELP)

TOTAL POPULATION	
All Students	White
	Black/African American

SUBGROUPS	
All Subgroups	Economically Disadvantaged Students
	White Students
	Black/African American Students



School Support Updates- ESSA School Profiles 2016-17

5 schools are not in the bottom 5% of NJ schools and did not receive ESSA status

Name	Prior RAC status	ESSA Status
Brimm	None	None
Sharp	None	None
Catto	Priority	None
Forest Hill	Priority	None
Wiggins	Priority	None

8 district schools are considered needing Comprehensive support as they are in the bottom 5% of NJ schools

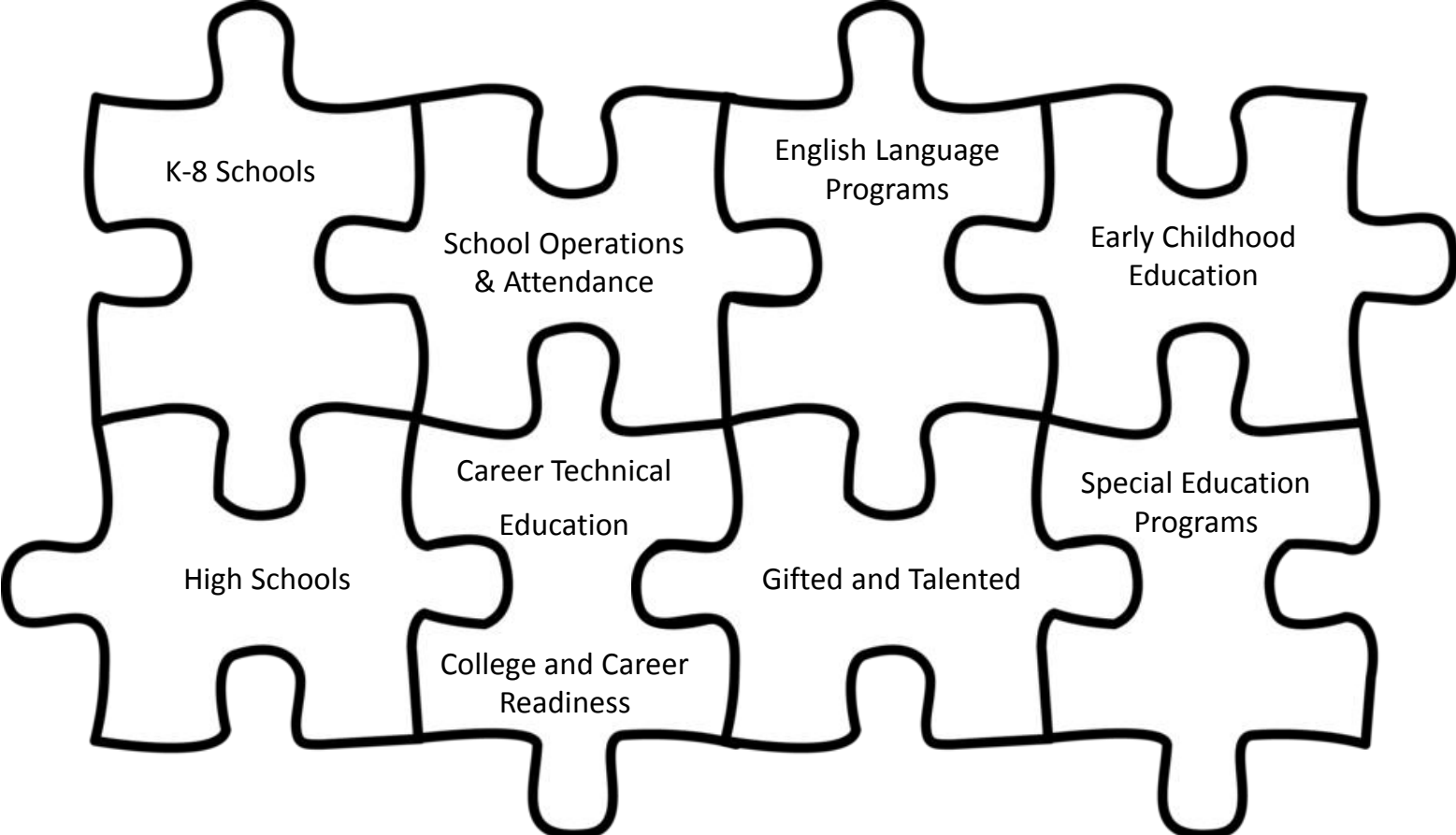
Name	Prior RAC status	ESSA Status
Davis	Priority	Comprehensive
WWHS	Priority	Comprehensive
Yorkship	Priority	Comprehensive
CHS	Priority	Comprehensive
Dudley	Priority	Comprehensive
Cream	Priority	Comprehensive
Veterans	Priority	Comprehensive
HB Wilson	Priority	Comprehensive

4 schools received below 5% ranking of NJ schools for a subgroup(s) of students

School Name	Prior RAC Status	ESSA Status	Subgroups for Target Status
CAMVA	Priority	Target	Hispanic
CBPLA	N/A	Target	Black, Hispanic, Special Ed.
Cooper's Poynt	Priority	Target	Special Ed.
Cramer	Priority	Target	Hispanic



School Support: The Whole Picture



How are we supporting improvement across all schools?
On the slides that follow, you will see an update on the work going on within each of these areas!

School Support Updates: Early Childhood Education

Magic School Bus Tour

- Camden Enrollment worked with the Office of Early Childhood and Preschool Private Providers to offer families of rising Kindergarten students an opportunity to participate in a Magic School Bus tour of schools across the City.
- Tour dates began on Tuesday, February 13th and will continue (on select dates) thru February 23rd.



Professional Development

- On February 15th, the Early Childhood Family Engagement team facilitated a PD session with preschool teachers and paraprofessionals on enhancing family engagement practices to reduce chronic absenteeism in preschool.
- Participants reviewed school, classroom and child-level data, discussed challenges and identified solutions to improving school attendance.



School Support Updates: Gifted and Talented

- **Purchased Naglieri Nonverbal Assessment** to screen all students at Catto and HB Wilson
 - Approximately 225 students in grades 2-4 will be screened in March
 - This screening will be one of many criteria that will be considered for Gifted and Talented student selection
- **Gifted and Talented Work Group** will meet on February 27th and continue to meet every other week for the remainder of the school year. Some key decisions to come out of this group:
 - Criteria for selection of Gifted and Talented students
 - Curriculum Development
 - Scheduling
 - Program Description
 - Professional Development around Gifted and Talented for teachers and families
 - Gifted and Talented job description
- **Partnership with Mount Laurel School District**, who's program has been recognized as high performing by the New Jersey Department of Education.
 - Teachers who wrote the curriculum and started the programming will be meeting with our Gifted and Talented Work Group

School Support Updates: High School Special Education Transition Program in Partnership with CCESC

In response to a finding on the last Consolidated Monitoring Report, CCSD has worked with CCESC to implement two transition programs for special education students:

Community Based Instruction (CBI)

- Provides opportunities for students to increase social competence
- Prepares students for adulthood by learning functional life skills
- Exposes students to a variety of experiences to enhance self-determination skills
- Promotes familiarity with the community
- Provides opportunities for students to practice academic, communication, social & vocational skills

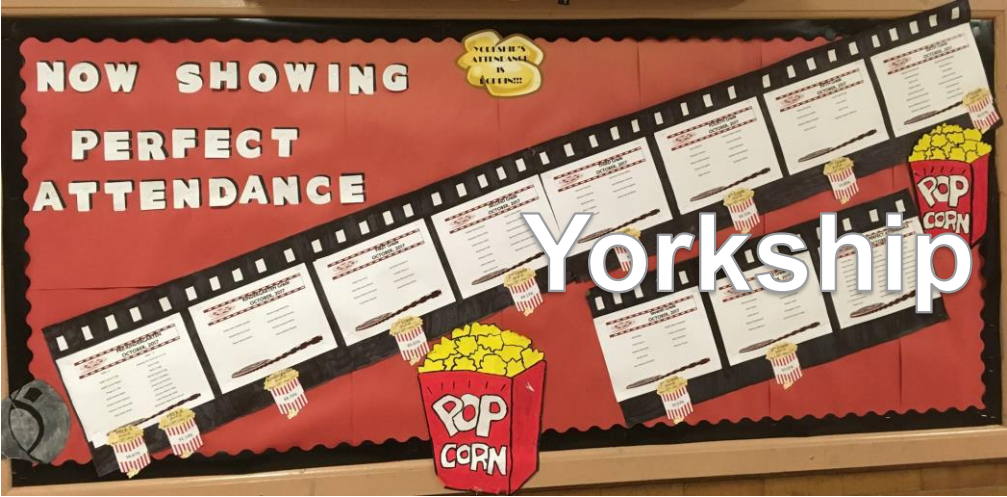
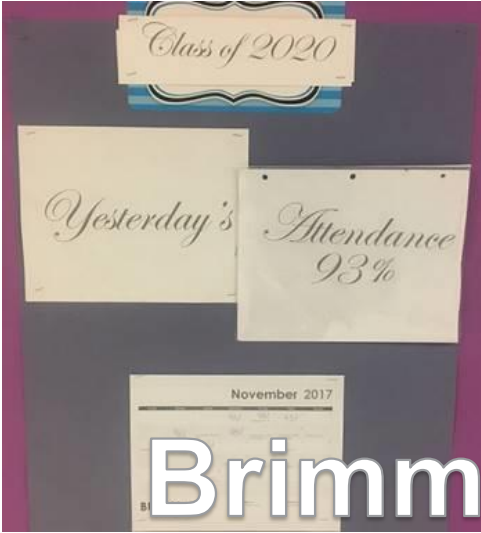


Structured Learning Experiences (SLE ages 16 and older)

- Work with a local business for several hours a week
- Identify career interests & gain experience in the world of work
- Explore career goals
- Identify on the job support needs
- Develop skills that lead to competitive employment
- Build a resume



School Support Updates: School Operations & Attendance



School Support Updates: Sheltered English Instruction and Biliteracy Trainings

Sheltered English Instruction Training

- Participants from Cramer, Dudley, Forest Hill, HB Wilson and Woodrow Wilson High School are taking part in the 15-hour session to learn instructional strategies to meet the needs of English language learners.
- Teachers from various academic disciplines, are actively engaged in instructional activities to differentiate content instruction, while developing English listening, speaking, reading and writing skills.



Biliteracy Training Sessions

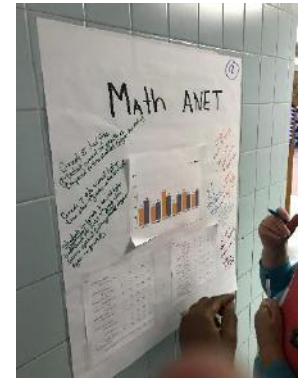
- School leaders and bilingual teachers are participating in professional development workshops that facilitate both native language and English language development for English language learners.



School Support Updates: K-8 Schools

K-8 Data Day:

- On January 26th, K8 schools conducted a school wide Data Carousel focused on triangulating STEP, iReady, and ANET data to tell the story about their students instructional strengths and weaknesses across content areas.
- 100% of leaders expressed the usefulness of the Data Carousel and the approach to data analysis to include all staff.



Weekly Data Meetings in K-8:

- School leaders at all schools are working side by side with teachers to analyze student work against the bar of the standard.
- During the Weekly Data Meeting, teachers receive support on how to identify and plan for the learning gap, and they get next steps on where to improve their instruction.



ANET Assessment Data:

- Overall ELA and Math ANET interim assessment #2 performance increased an average of 4 percentage points from 2016-2017.
- On the math assessment, Cramer, Forest Hill, Cooper's Poynt, and Catto all performed at or above the national network average.



Instructional Learning Walks:

- K8 School Support team conducted learning walks in the month of January focused on coaching leaders on teacher questioning, student discussions, and assessment triangulation.

School Support Updates: High Schools

SAT is now offered during the school day in all High Schools.

- Students will participate in “during school” embedded SAT prep through a professional vendor
- Prep course will be developed 6-weeks out from the exam date

School	% of seniors who have taken SAT
BPLA	94 %
CAMVA	100 %
BRIMM	100 %
CHS	78 %
WWHS	70 %

Dual Enrollment


- Partnership with Camden County College now serves 120 students

Senior Seminar

- Teaches college research readiness and gives students dedicated time for FASFA completion and exam prep



High School FAFSA Completion

CCR Report 2015-2016 SY vs. 2016-2017 SY vs. 2017-2018 SY									
CCR Goal 					75% of Seniors Submit FAFSA				
School	# of Seniors 15-16 SY	15-16 FAFSA Submitted	% of FAFSA Submitted	# of Seniors 16-17 SY	16-17 FAFSA Submitted	% of FAFSA Submitted	# of Seniors 17-18 SY	17-18 FAFSA Submitted	% of FAFSA Submitted
BPLA	24	11	46%	16	9	56%	32	19	59%
Brimm	48	23	48%	43	30	70%	53	42	79%
CAMVA	40	20	50%	55	43	78%	48	36	75%
CHS	94	19	20%	100	47	47%	77	36	47%
WWHS	135	31	23%	189	65	34%	159	75	47%

**FAFSA data reported as of 2/29/16, 2/2/17 & 2/2/18 and pulled from the Dept of Ed Website.*



School Support Updates: High Schools

Additional Successes

- Improved Curriculum and Instructional Support
- Summit Learning
- CTE Enrollment and preliminary planning for “CTE Vision 2030”
- Medical Apprenticeship Program

Agenda

- 5:30 p.m. → Meeting Opening, Roll Call, Pledge to the Flag
- 5:30-6:00 p.m. → Public Comment
- 6:10-7:30 p.m. → Closed Session
- 7:30-7:45 p.m. → Open Session: School Support Updates
- 7:45-8:00 p.m. → Open Session: QSAC Process and Score Update
- 8:00-8:15 p.m. → Open Session: District Financial Audit
- 8:15-8:45 p.m. → Open Session: Board Member Communications
- 8:45 p.m. → Meeting Adjourn



QSAC Process & Score Update

	<i>SY11-12 County Assessment</i>	State Revises QSAC Tool	<i>SY14-15 County Assessment</i>	<i>SY16-17 Interim County Assessment (preliminary scores)</i>	<i>SY17-18 Self Assessment</i>
Instruction & Program	9%		11%	27%	52%
Fiscal Management	79%		64%	52%	52%
Governance	33%		66%	68%	70%
Operations	47%		40%	45%	90%
Personnel	19%		20%	60%	80%

- The interim scores are in line with the 17-18 self assessments and show an upward progress since 2014.

Next Milestone:

- Comprehensive QSAC review June 11-15
- Given timelines from 14-15, we anticipate that the next round of scores will be available in late 2018.



Agenda

- 5:30 p.m. → Meeting Opening, Roll Call, Pledge to the Flag
- 5:30-6:00 p.m. → Public Comment
- 6:10-7:30 p.m. → Closed Session
- 7:30-7:45 p.m. → Open Session: School Support Updates
- 7:45-8:00 p.m. → Open Session: QSAC Process and Score Update
- 8:00-8:15 p.m. → Open Session: District Financial Audit
- 8:15-8:45 p.m. → Open Session: Board Member Communications
- 8:45 p.m. → Meeting Adjourn

CCSD Board Retreat

FY16-17 Audit Presentation: Overview

- **What is the audit?**

- A review of the financial records of an organization or school district

- **Why do we do it?**

- State statutes require an annual audit by independent certified public accountants or registered municipal accountants

- **Who conducts it?**

- Bowman & Company, LLC

- **Over what period of time?**

- The audits covers the period from July 1, 2016 – June 30, 2017

- **What does the audit process itself consisted of?**

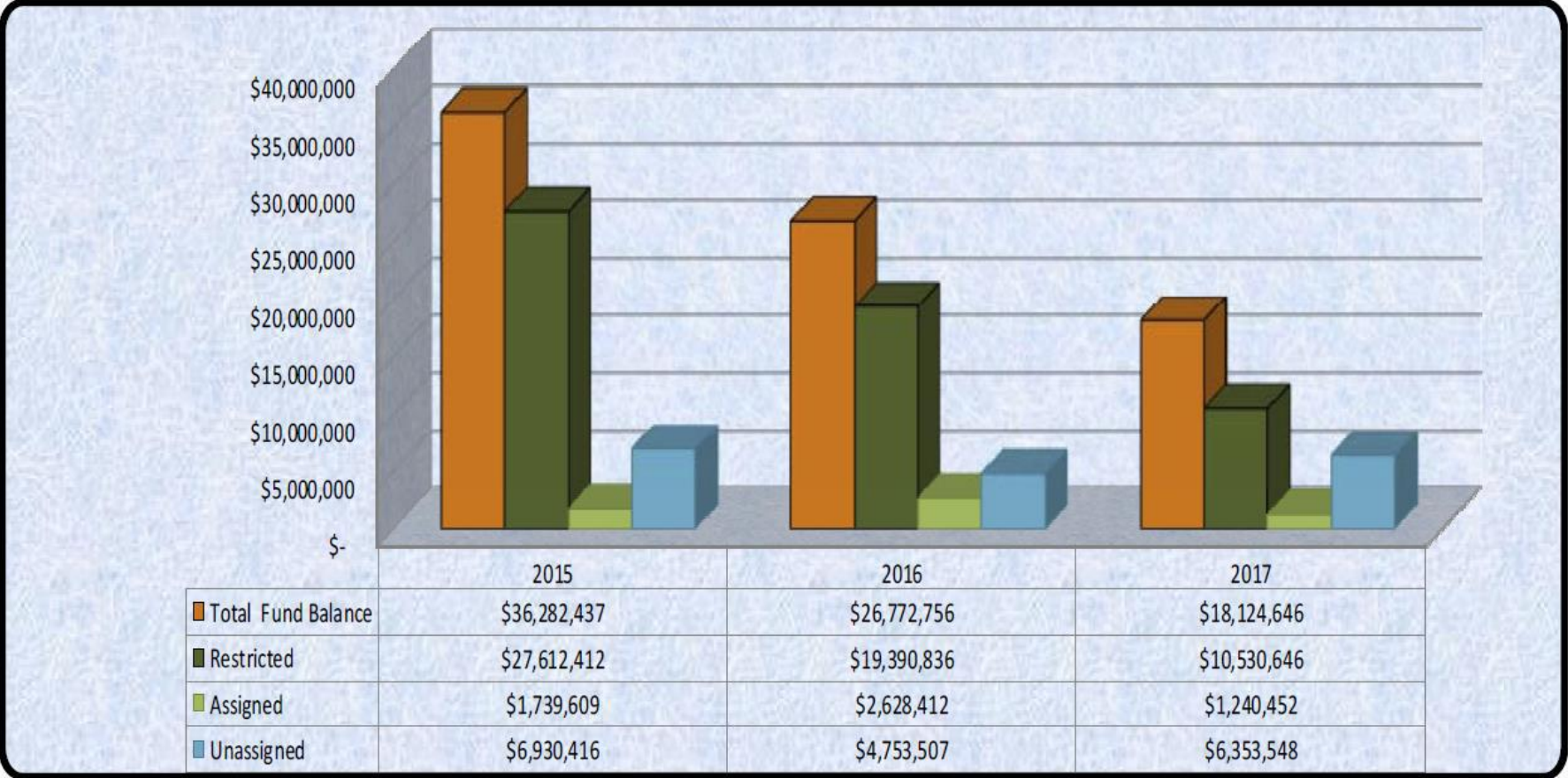
A review of two overarching areas:

1. Financial Reporting
2. Internal Controls of the Operations

CCSD Board Retreat

FY16-17 Audit Presentation: Financial Reporting

GENERAL FUND: FUND BALANCE



CCSD Board Retreat

FY16-17 Audit Presentation: Operations

FY15-16 VS. 16-17 AUDIT FINDINGS

Category	FY 15-16 Findings	FY 16-17 Findings	Summary
Accounting, General Ledger, Appropriations	7	7	Reconciliations, proper recording of transactions
Payroll, Human Resources Benefits	7	5	Reconciling payroll accounts, pension enrollments
Internal Controls, Operations	8	11	Strengthen internal controls, ensure policies are followed
Grants, Early Childhood Education	2	3	Complying with program requirements, proper recording of transactions
Other	1	1	Transportation/ASSA Reconciliations
Total	25	27	
Resolved from Prior Year Additions		8 9	



CCSD Board Retreat

FY16-17 Audit Presentation: Operations

SUMMARY OF FY15-16 AUDIT FINDINGS

Category	# of Findings	Summary	Examples
Accounting General Ledger, Appropriations	7	Reconciliations, proper recording of transactions	No monthly reconciliations
Payroll, Human Resources Benefits	7	Reconciling payroll accounts, pension enrollments	Benefits erroneously deducted from former employees
Internal Controls, Operations	8	Strengthen internal controls, ensure policies are followed	Approvals and authorizations not documented
Grants, Early Childhood Education	2	Complying with program requirements, proper recording of transactions	Salaries improperly charged to wrong programs
Other	1	Verification of work papers to ASSA	Work papers do not agree with ASSA reports



CCSD Board Retreat

FY16-17 Audit Presentation: Operations

SUMMARY OF FY16-17 AUDIT FINDINGS

Category	# of Findings	Summary	Examples
Accounting General Ledger, Appropriations	7	Reconciliations, proper recording of transactions	Inaccurate account classification
Payroll, Human Resources Benefits	5	Reconciling payroll accounts, pension enrollments	Late payment of payroll liabilities
Internal Controls, Operations	11	Strengthen internal controls, ensure policies are followed	
Grants, Early Childhood Education	3	Complying with program requirements, proper recording of transactions	Not adhering to Federal Program requirements
Other	1	Transportation/ASSA Reconciliations	Students receiving benefits not on attendance report



Where We've Improved:

- Financial Management
 - Cash Reconciliations – Performed Monthly, in FY15-16 weren't done at all
 - Pre-School – No Findings Noted for FY16-17
 - Grants Funding - Improved Tracking of Funds and Expenditures

Where We Still Have Work to Do:

- Reconciling Payroll Liabilities and Timely Payment
- Reconciling General Ledger, Food Service and Student Activities Accounts
- Improved Management of Fixed Assets
- Filing Federal Grants Applications Timely
- Complying with Public School Contracts Law

CCSD Board Retreat

FY16-17 Audit Presentation: Overview

What's Been Corrected Already

- Prevented Over-expenditures of Budget Appropriations with New Accounting System
- Eliminated Blanket POs and Strengthened Controls
- Timely Enrollment of New Employees into Pension Plan
- Strengthened Controls for Unauthorized Purchase Orders

Corrective Action Plan Moving Forward

- Continue to Strengthen Internal Controls
- Improve Reporting to State, Federal & Locals Entities
- Develop Process for Filing and Paying Payroll Liabilities More Timely



Agenda

- 5:30 p.m. → Meeting Opening, Roll Call, Pledge to the Flag
- 5:30-6:00 p.m. → Public Comment
- 6:10-7:30 p.m. → Closed Session
- 7:30-7:45 p.m. → Open Session: School Support Updates
- 7:45-8:00 p.m. → Open Session: QSAC Process and Score Update
- 8:00-8:15 p.m. → Open Session: District Financial Audit
- 8:15-8:45 p.m. → Open Session: Board Member Communications
- 8:45 p.m. → Meeting Adjourn

Board Member Communications

In Action	New or In Process	For Feedback
<ul style="list-style-type: none"> • Quarterly Retreats • 3x3s (as needed) • Weekly Superintendent check in with Board President • Monthly Board Meetings • Ad hoc email/phone communication 	<ul style="list-style-type: none"> • Biweekly email memo • Board Committees 	<ul style="list-style-type: none"> • Board Office Hours • Other?

Discussion Questions:

- Which of these structures is the most effective? Least effective?
- What other communication structures might be helpful?



Agenda

- 5:30 p.m. → Meeting Opening, Roll Call, Pledge to the Flag
- 5:30-6:00 p.m. → Public Comment
- 6:10-7:30 p.m. → Closed Session
- 7:30-7:45 p.m. → Open Session: School Support Updates
- 7:45-8:00 p.m. → Open Session: QSAC Process and Score Update
- 8:00-8:15 p.m. → Open Session: District Financial Audit
- 8:15-8:45 p.m. → Open Session: Board Member Communications
- 8:45 p.m. → Meeting Adjourn



Upcoming

Save the Date:

Tuesday, February 27 @ 5:30 p.m.

- February Regular Board Meeting
- Location: Dudley School

Wednesday, March 7 @ 9:30 a.m.

- CCSD Presentation at State Board Meeting
- Location: NJDOE, Judge Robert L. Carter Building, 100 Riverview Plaza, Trenton

Wednesday, March 21 @ 11:00 a.m.

- Central Office Speaker Series with Former Secretary of Education Dr. John King
- Location: TBD (Likely KROC Center)

Week of June 11-15

- Comprehensive 2017-18 QSAC Review with County Superintendent's Team—this review will generate our next round of validated QSAC scores.

