

NJ Single Accountability Continuum (NJQSAC) District Performance Review - School Year 2014-15

District Information and Score Summary




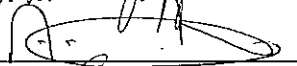
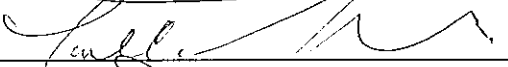
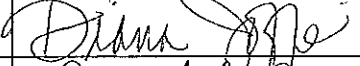

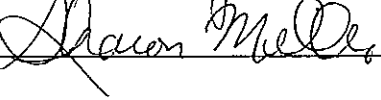
District Name and CDS #	South Plainfield (4910)
County Name	Middlesex (23)
District Superintendent Name	Mr. Thomas Gialanella
District Superintendent Email Address	tgialanella@spboe.org
District Mailing Address	125 Jackson Avenue, South Plainfield, NJ 07080

DPR Area	District Score	County Score
Instruction and Program	83%	0%
Fiscal Management	80%	0%
Governance	98%	0%
Operations	100%	0%
Personnel	100%	0%

DECLARATION PAGE

South Plainfield

Type or print the name of the individuals in the district who were members of the NJQSAC Committee and who assisted in the completion of this District Performance Review. (Use additional page if needed.)

POSITION	NAME	SIGNATURE
Chief School Administrator	T. Galinella	
District Administrative Staff	N. Formilli	
Teacher	Diana Joffe	
School Business Administrator	Alex Ferreira	
Curriculum and Instruction Representative	Paul Kaszowski	
Local Collective Bargaining Representative	Diana Joffe	
District Board of Education Member	Alex Ferreira	
BOE MEMBER- PRESIDENT	SHANON MILLER	

Accuracy verified by Chief School Administrator:



Print Name



Signature

12/9/14

Date (00/00/0000)

**NJQSAC District Performance Review
School Year 2014-15**

Instruction and Program		South Plainfield			
Indicator	Documentation	Point Value	District Score (Type "1" for Yes, "0" for No)	County Score (Type "1" for Yes, "0" for No)	Comments
1. The district meets the Annual Measurable Objective (AMO) in language arts literacy (LAL) for the district's total population.	DPR Assessment Worksheet provided by NJDOE	3	0	0	90% is the State Annual Measurable Objective
2. The district meets the Annual Measurable Objective (AMO) in mathematics for the district's total population.	DPR Assessment Worksheet provided by NJDOE	3	0	0	90% is the State Annual Measurable Objective
Directions for indicator A3a through A3h: Each district may only receive credit for one indicator depending on the percentage of proficiency of the total student population or the progress made by the total student population. The maximum number of points that a district may receive for A3a through A3d is 10.					
3. Language Arts Literacy (LAL) State assessment data for the district's total student population shows <u>one</u> of the following:					
a. At least 95% of the total student population achieved proficiency (proficient plus advanced proficient) in the most recent year assessed (NJDOE goal); or	DPR Assessment Worksheet provided by NJDOE	10	0	0	
b. At least 85%-94.9% of the total student population achieved proficiency (proficient plus advanced proficient) in the most recent year assessed; or	DPR Assessment Worksheet provided by NJDOE	8	0	0	
c. At least 75%-84.9% of the total student population achieved proficiency (proficient plus advanced proficient) in the most recent year assessed; or	DPR Assessment Worksheet provided by NJDOE	6	1	0	75.50%

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Instruction and Program		South Plainfield			
Indicator	Documentation	Point Value	District Score (Type "1" for Yes, "0" for No)	County Score (Type "1" for Yes, "0" for No)	Comments
Directions for indicator 4a through 4d: Each district may only receive credit for one indicator depending on the percentage of proficiency of the total student population or the progress made by the total student population. The maximum number of points that a district may receive for 4a through 4h is 10.					
4. Mathematics assessment data for the district's total student population shows one of the following:					
a. At least 95% of the total student population achieved proficiency (proficient plus advanced proficient) in the most recent year assessed (NJDOE goal); or	DPR Assessment Worksheet provided by NJDOE	10	0	0	
b. At least 85%-94.9% of the total student population achieved proficiency (proficient plus advanced proficient) in the most recent year assessed; or	DPR Assessment Worksheet provided by NJDOE	8	0	0	
c. At least 75%-84.9% of the total student population achieved proficiency (proficient plus advanced proficient) in the most recent year assessed; or	DPR Assessment Worksheet provided by NJDOE	6	1	0	81.40%
d. At least a 5% decrease in the achievement gap or difference between the NJDOE goal (95%) and the district's prior year's proficiency percentage of the total student population; or	DPR Assessment Worksheet provided by NJDOE	5	0	0	

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Instruction and Program		South Plainfield			
Indicator	Documentation	Point Value	District Score (Type "1" for Yes, "0" for No)	County Score (Type "1" for Yes, "0" for No)	Comments
5b. The district has reward schools as designated by the NJDOE.	Priority, Focus and reward School list provided by NJDOE	2	0	0	No reward schools
6. At least 70% of the district's total student population, across all grades tested in science, achieved proficient or advanced proficient status on the most recent state science assessments.	DPR Assessment Worksheet provided by NJDOE	4	1	0	91%
Directions for indicator 7A through 7d: Each district may only receive credit for one indicator depending on the percentage of students who graduated from high school by way of the High School Proficiency Assessment (HSPA) in the last academic year. The maximum number of points that a district may receive for 7a through 7d is 4.					
7. The percentage of students who graduated from high school by way of the High School Proficiency Assessment (HSPA) in the last academic year is:					
a. at least 95%, according to the most recent NJDOE-published high school graduation rate (N.J.S.A. 18A:7E-3); or		4	0	0	
b. at least 90%, according to the most recent NJDOE-published high school graduation rate (N.J.S.A. 18A:7E-3); or	District calculation of graduation rate	3	1	0	93%
c. at least 85%, according to the most recent NJDOE-published high school graduation rate (N.J.S.A. 18A:7E-3); or	District calculation of graduation rate	2	0	0	
d. at least 80%, according to the most recent NJDOE-published high school graduation rate (N.J.S.A. 18A:7E-3).	District calculation of graduation rate	1	0	0	

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Instruction and Program		South Plainfield			
Indicator	Documentation	Point Value	District Score (Type "1" for Yes, "0" for No)	County Score ("1" for Yes, "0" for No)	Comments
<p>9. Based on state assessment data, the achievement of all subgroup populations is analyzed at the district and school levels. For those populations not meeting AMO targets or showing a stagnant or declining trend, the district investigates and identifies possible causes, including but not limited to those below:</p> <ul style="list-style-type: none"> Lack of curriculum that is aligned to the New Jersey Core Curriculum Content Standards (NJCCCS) and Common Core State Standards (CCSS) Lack of consistent focus on academic work using data Insufficient exposure to the NJCCCS and CCSS Use of unaligned instructional materials Inadequate support and/or professional development for teachers for new content and materials Teacher vacancy/substitute teacher Student absence or mobility Failure to meet the annual measurable achievement objective (AMAO) for the percentage of students making progress in learning English. Failure to meet the AMAO for the percentage of students attaining English proficiency. Other 	<p>District analysis by total population, subgroup, concentration Minutes from curriculum meetings Review of information, issues, and status District action plan to correct areas of concern Letter of achievement of AMAO</p>	4	1	0	District testing report & presentatio, School-based Action Plans for missed targets, PD plan for district & schools

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Instruction and Program		South Plainfield			
Indicator	Documentation	Point Value	District Score (Type "1" for Yes, "0" for No)	County Score (Type "1" for Yes, "0" for No)	Comments
11. The district implements strategies to support progress or to address deficiencies identified in indicators 1-10 above. The strategies must explicitly link changes in instruction, curriculum, materials, staffing, professional development and support, or other areas to address any and all hypothesized causes through the use of data. The strategies also specify a timeline for implementation with expected outcomes and target dates for resolution.	Analysis and related plan New/revised curriculum, teacher hires or other charges identified in the analysis District/school improvement plans	4	1	0	Action Plans for Riley, Franklin, Grant, MS, HS, & School-based PD plans
12. The district assesses the progress of each student in mastering the New Jersey Core Curriculum Content Standards (NJCCCS) and Common Core State Standards (CCSS) at least two times each year, including content areas not included on statewide assessments. Data from rigorous assessments at the district, school and classroom level is used to evaluate, adjust and improve instruction.	Assessment schedule for district, schools, and classrooms Samples of tests Assessment reports Meeting agendas that show review of test scores Test contracts	4	1	0	SGO Assessment Table, Linkit Reports, Principal meeting agendas/sign-in sheets, Assessment Calendar

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Instruction and Program		South Plainfield			
Indicator	Documentation	Point Value	District Score (Type "1" for Yes, "0" for No)	County Score ("1" for Yes, "0" for No)	Comments
17. For each content area:					
a. supervisory practices are implemented to ensure that the curriculum is taught in every classroom; these practices focus on classroom instruction as evidenced by teacher-principal/supervisor discussions and meetings, teacher evaluations and observations, lesson planning, student performance data and walk-throughs.	District policies and procedures Teacher evaluation schedules Lesson plans Professional improvement plans Assessment data	6	1	0	Lesson plans, teacher/principal evaluation policy, sample of Linkit report, Evaluation Timeline
b. lesson plans are aligned with the curriculum, the NJCCCS and the CCSS, integrate technology and are reviewed at least monthly by principals/supervisors. Each teacher is provided with feedback on lesson planning and implementation.	Teacher observations and evaluation schedules Lessons plans and feedback loop Meeting agendas Board approved curriculum	6	1	0	All levels lesson plan with feedback,, Observation Assignment Spreadsheet (electronically)

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Instruction and Program		South Plainfield			
Indicator	Documentation	Point Value	District Score (Type "1" for Yes, "0" for No)	County Score (Type "1" for Yes, "0" for No)	Comments
19. The district promotes regular attendance of students by adopting and implementing policies and procedures that include expectations and consequences regarding timely arrival and attendance and district responses to unexcused absences. (N.J.A.C. 6A:16-7.8)	District policies and procedures regarding attendance and on-time arrivals (refer to <i>District Review of Checklist for Board-Approved Student Attendance Policies and Procedures</i>). District procedures for responding to unexcused absences and excused absences Records indicating actions taken to prevent and intervene in the cases of absences and truancy that include contacts with parents regarding absences	2	1	0	Handbooks and Policy
20. The district's average daily attendance (ADA) rate averages 90% or higher as calculated for the three years prior to completion of the DPR. (N.J.A.C. 6A:32-13.1)	ADA report provided by the NJDOE	2	1	0	ADA report
Directions for indicator 21a through 21f: Each district may only receive credit for one indicator depending on the number of "yes and/or "N/A" responses on the Instruction and Program section of the Statement of Assurance document. The maximum number of points that a district may receive for indicator 21 is 10.					
21. The board has annually approved, by resolution, the district Statement of Assurance document as reflected in the minutes.					

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Fiscal Management		South Plainfield			
Indicator	Documentation	Point Value	District Score (Type "1" for Yes, "0" for No)	County Score (Type "1" for Yes, "0" for No)	Comments
1. The monthly Board Secretary's report is completed and reconciled without exceptions (e.g.: unbalanced/inaccurate balance sheet, unauthorized transfers) and is completed within 30 days of the month's end, reconciled with the Treasurer's report or equivalent report within 45 days of the month's end and submitted to the board within 60 days of the month's end for approval (<i>N.J.A.C. 6A:23A-6.10</i>). The report contains a budget status report, which includes for each required line item account, the original budget, transfers, adjusted budget, expenditures, encumbrances and available balance.	Comprehensive Annual Financial Report (CAFR) Auditors Management Report (AMR) Monthly board secretary's and treasurer's report or equivalent report Board minutes	2	0	0	

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Fiscal Management		South Plainfield			
Indicator	Documentation	Point Value	District Score (Type "1" for Yes, "0" for No)	County Score (Type "1" for Yes, "0" for No)	Comments
4. The district has filed the annual audit of its Comprehensive Annual Financial Report (CAFR) and filed other supporting forms and collections (Auditor's Management Report, Federal Data Collection Form) by the due date. (N.J.S.A. 18A:23-1)	CAFR AMR Audit Synopsis Federal data collection form AUDSUM submission	2	1	0	CAFR & AMR
5. The district received an unqualified opinion on the annual audit and satisfies the all of the following:					
a. if required, has implemented a corrective action plan (CAP) acceptable to the Executive County Superintendent, which addresses all audit recommendations.	Corrective Action Plan (CAP) adopted by board of education Document of CAP acceptable to Executive County Superintendent Certification of CAP implementation CAFR AMR Unqualified opinion for 5a	3	1	0	Corrective Action Plans submitted to County within timelines (CAP)
b. Has no repeat audit findings of a substantive nature.	CAFR AMR	3	0	0	

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Fiscal Management		South Plainfield			
Indicator	Documentation	Point Value	District Score (Type "1" for Yes, "0" for No)	County Score (Type "1" for Yes, "0" for No)	Comments
c. spends federal and state grants funds as required and distributes non-public allocations as required. The district shows evidence of contact with non-public schools. If the district has returned funds in excess of \$1,000 to NJDOE: list the name of the grant and dollar amount refunded in the Comments column. If the returned funds were for nonpublic school services, specify the date the services began and the reason the funds were not spent	CAFR Interim and Final Expenditure Reports Accounting system/report by capital project Project files Voter or other requisite approval to spend above authorized amount Board meeting minutes	1	1	0	Grant Binders, CAFR
d. approves salaries funded by federal grants as documented in the board minutes and maintains the required time and activity reports.	CAFR Interim and Final Expenditure Reports Board meeting minutes	1	1	0	n/a
7. The district provide proper oversight and accounting of capital projects and Referendum and other Fund 30 capital projects. Specifically the district:					
a. maintains a separate accounting by project.	CAFR AMR Accounting system/reports by capital project Project files Voter or other requisite approval to spend above authorized amount Report of available balances Board minutes	2	1	0	n/a

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Fiscal Management		South Plainfield			
Indicator	Documentation	Point Value	District Score (Type "1" for Yes, "0" for No)	County Score (Type "1" for Yes, "0" for No)	Comments
8. The district implements, reviews and revises as needed, projects that are consistent with the approved Long Range Facilities Plan and has received county office approval for emergent projects (<i>N.J.A.C. 6A:23A-3.16</i>).	Project approval County office approval for emergent projects Board minutes List of participants Revisions approved by NJDOE	1	1	0	Long Range Facility Plan, BOE minutes
9a. Annual health and safety reviews have been conducted in each building using the <i>Evaluation of School Buildings Checklist Report (N.J.A.C. 6A:19-6.1 et seq.)</i> .	Signed Checklist	2	1	0	7.6 Checklists
b. "100% compliance" section - all items are in compliance in all buildings.	Signed Checklist	4	1	0	7.6 Checklists
c. "80% compliance" section - at least 80% of items are in compliance in all buildings.	Signed Checklist	2	1	0	7.6 Checklists
Directions for indicator 10a through 10k: Each district may only receive credit for one indicator depending on the number of "yes and/or "N/A" responses on the Fiscal section of the Statement of Assurance document. The maximum number of points that a district may receive for indicator 10 is 10.					
10. The board has annually approved by resolution, the district Statement of Assurance document as reflected in the minutes.					
a. Compliance with 10 items	Completed and signed NJDOE Statement of Assurance document	10	1	0	SOA and BOE Resolution
b. Compliance with 9 items	Completed and signed NJDOE Statement of Assurance document	9	0	0	
c. Compliance with 8 items	Completed and signed NJDOE Statement of Assurance document	8	0	0	
d. Compliance with 7 items	Completed and signed NJDOE Statement of Assurance document	7	0	0	
e. Compliance with 6 items	Completed and signed NJDOE Statement of Assurance document	6	0	0	

**NJQSAC District Performance Review
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Governance		South Plainfield			
Indicator	Documentation	Point Value	District Score (Type "1" for Yes, "0" for No)	County Score (Type "1" for Yes, "0" for No)	Comments
1. At least annually, and more frequently if required by changes in law or statute, the district board of education or advisory board reviews, updated and, by resolution, adopts policies, procedures and by-laws reflective of current statutory authority (<i>N.J.S.A. 18A:11-1</i>).	Mandatory policies Non-mandatory policies Adopting resolution for each policy District procedures manual attachments Board agendas	8	1	0	Agenda from Regorganization meeting, Policy
2. The board of education has a policy and a contract with the Chief School Administrator (CSA) to annually evaluate the CSA based on the adoption of goals and performance measures, which reflect that highest priority is given to student achievement and attention to subgroup achievement. The board annually reviews and revises, as necessary, the evaluative instrument based on district goals and objectives. In the event that the certificate of the CSA is revoked, the contract is null and void as of the date of the revocation (<i>N.J.S.A. 18A:17-15</i> and <i>N.J.A.C. 18A:17-20.3</i>).	Board policy Evaluation instrument Adopted goals Board minutes School district newsletters	7	1	0	Contract, Last Evaluation

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Governance		South Plainfield			
Indicator	Documentation	Point Value	District Score (Type "1" for Yes, "0" for No)	County Score (Type "1" for Yes, "0" for No)	Comments
4. The board has reviewed all audit recommendations and, if required, approved and submitted an acceptable corrective action plan for any audit finding and recommendation, or other compliance-related report according to N.J.S.A. 18A:23-5 and N.J.A.C.6A:23A-4.3 (e.g. Title I audits, special education monitoring reports).	Annual Audit and recommendations	7	1	0	Agenda for accepting audit report & Corrective Action Plans
Directions for indicator 5a through 5k: Each district may only receive credit for one indicator depending on the number of "yes and/or "N/A" responses on the Governance section of the Statement of Assurance document. The maximum number of points that a district may receive for indicator 10 is 10.					
5. The board has annually approved, by resolution, the district Statement of Assurance document as reflected in the minutes.					
a. Compliance with 10 items	Completed and signed NJDOE Statement of Assurance document	10	0	0	
b. Compliance with 9 items	Completed and signed NJDOE Statement of Assurance document	9	1	0	
c. Compliance with 8 items	Completed and signed NJDOE Statement of Assurance document	8	0	0	
d. Compliance with 7 items	Completed and signed NJDOE Statement of Assurance document	7	0	0	
e. Compliance with 6 items	Completed and signed NJDOE Statement of Assurance document	6	0	0	
f. Compliance with 5 items	Completed and signed NJDOE Statement of Assurance document	5	0	0	
g. Compliance with 4 items	Completed and signed NJDOE Statement of Assurance document	4	0	0	

**NJSAC District Performance Review
School Year 2014-2015**

Operations		South Plainfield			
Indicator	Documentation	Point Value	District Score (Type "1" for Yes, "0" for No)	County Score (Type "1" for Yes, "0" for No)	Comments
Directions for indicator 1a through 1i: Each district may only receive credit for one indicator depending on the number of "yes and/or "N/A" responses on the Operations section of the Statement of Assurance document. The maximum number of points that a district may receive for indicator 1 is 10.					
The board has annually approved, by resolution, the district Statement of Assurance document as reflected in the minutes.					
a. Compliance with 20 items	Completed and signed NJDOE Statement of Assurance document	10	1	0	Statement of Assurance & Board Resolution
b. Compliance with 19 items	Completed and signed NJDOE Statement of Assurance document	9.5	0	0	
c. Compliance with 18 items	Completed and signed NJDOE Statement of Assurance document	9	0	0	
d. Compliance with 17 items	Completed and signed NJDOE Statement of Assurance document	8.5	0	0	
e. Compliance with 16 items	Completed and signed NJDOE Statement of Assurance document	8	0	0	
f. Compliance with 15 items	Completed and signed NJDOE Statement of Assurance document	7.5	0	0	
g. Compliance with 14 items	Completed and signed NJDOE Statement of Assurance document	7	0	0	
h. Compliance with 13 items	Completed and signed NJDOE Statement of Assurance document	6.5	0	0	
i. Compliance with 12 items	Completed and signed NJDOE Statement of Assurance document	6	0	0	
j. Compliance with 11 item	Completed and signed NJDOE Statement of Assurance document	5.5	0	0	
k. Compliance with 10 items	Completed and signed NJDOE Statement of Assurance document	5	0	0	
l. Compliance with 9 items	Completed and signed NJDOE Statement of Assurance document	4.5	0	0	

**NJQSAC District Performance Review
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Personnel		South Plainfield			
Indicator	Documentation	Point Value	District Score (Type "1" for Yes, "0" for No)	County Score (Type "1" for Yes, "0" for No)	Comments
Directions for indicator 1a through 1f: Each district may only receive credit for one indicator depending on the number of "yes and/or "N/A" responses on the Personnel section of the Statement of Assurance document. The maximum number of points that a district may receive for indicator 1 is 10.					
The board has annually approved, by resolution, the district Statement of Assurance document as reflected in the minutes.					
a. Compliance with 5 items	Completed and signed NJDOE Statement of Assurance document	10	1	0	Statement of Assurance last 3 years
b. Compliance with 4 items	Completed and signed NJDOE Statement of Assurance document	8	0	0	
c. Compliance with 3 items	Completed and signed NJDOE Statement of Assurance document	6	0	0	
d. Compliance with 2 items	Completed and signed NJDOE Statement of Assurance document	4	0	0	
e. Compliance with 1 items	Completed and signed NJDOE Statement of Assurance document	2	0	0	
f. Compliance with 0 items	Completed and signed NJDOE Statement of Assurance document	0	0	0	
Personnel District Performance Review			10	0	