

# Voorhees Township Public Schools DISTRICT ANNUAL REPORT 2020-2021 SCHOOL YEAR



**Prepared by Susan Donnelly**  
*Submitted to the Voorhees Township Board of Education*  
*August 2021*

**VOORHEES TOWNSHIP BOARD OF EDUCATION**  
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Supervisor Special Services ..... Dr. Elaine Hill  
Director Educational Technology..... Bruce Taylor  
Supervisor of Special Projects..... Susan Donnelly  
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## **SUPERINTENDENT'S MESSAGE**

**Michael T. Redfearn**

**2020 – 2021**

The 2020-2021 school year brought many challenges. Teachers were asked to switch from teaching in the comforts of their classroom to the challenges of teaching from their homes. Students were asked to change from learning from the comforts of their classroom to the challenges of learning from home. The terms contact tracing, quarantining, social distancing, virtual learning, remote learning, and cohorts became too familiar.

As we transitioned into the 2020-2021 school year, teachers were asked to deliver virtual remote learning and in-person instruction simultaneously. While at the same time monitoring the wearing of masks, taking temperatures, and ensuring 3-6 feet of social distancing. The academic day became quite different than what we were accustomed to. Virtual Back-to-School Nights, parent conferences, and PFA meetings changed the way we communicated with our families.

The Covid -19 Pandemic has taught us to be innovative and flexible. The pandemic taught us that we could quit or find a way to push through when faced with an obstacle. It is during these challenging times that the Voorhees Township Community chose to shine. Teachers, students, and parents joined together to deliver the best possible education while keeping our community safe.

Our maintenance and custodial staff worked tirelessly to ensure safe, healthy buildings. Our food services and transportation departments ensured that those families that needed meals received them. The Voorhees Township School District worked expeditiously to take measures to mitigate the risks associated with Covid-19 and provide all staff appropriate PPE supplies.

During 2020-2021 we were able to slowly bring back many of our sports and clubs in a modified capacity. A successful drama production took place in person with spectators. Our 5th and 8th-grade graduations returned outdoors with invited guests. Our community rallied together in a time of crisis.

As we begin our preparation for five full days of instruction for 2021-2022, we anticipate that we will still face additional challenges. However, I am confident that we will be able to overcome these challenges as a community and continue our journey back to normalcy. On behalf of the Voorhees Township School District, I would like to extend my most profound appreciation to all our staff, students, and parents for your patience and understanding.

Respectfully,  
Michael T Redfearn  
Acting Superintendent

**Business Office  
2020-2021 Annual Report**

**Helen G. Haley, CPA**

**Business Administrator/  
Board Secretary**

**2020-2021 ANNUAL REPORT BUSINESS OFFICE**  
**HELEN G. HALEY, CPA**  
**BUSINESS ADMINISTRATOR/  
BOARD SECRETARY**

**Historical Perspective:** In July 2018, with the FY 2019 Appropriations Act, our state aid was reduced by \$337,168 and in March 2019 with the passing of Chapter Law 67, our state aid was reduced by \$189,295 for fiscal year 2019-2020 and \$293,494 for fiscal year 2020-2021. As a result of this law, we anticipate further reductions in state aid over a seven year period based on the formula that is in place. For fiscal year 2021-2022, the decrease is \$318,731. Fiscal year 2021-2022 is the peak year for this decrease, so it will taper off through fiscal year 2024-2025. Overall, state aid represents approximately 7.9% of our revenue. We have been able to maintain programs while staying within the 2% cap on the local tax levy by utilizing our reserve funds.

**Fiscal Year 2020-21:**

During the summer of 2020 due to COVID-19, we were very involved with working on “The Road Back” to school plan. Clark Mathes, Director of Buildings and Grounds and I co-chaired the Facilities and Operations Committee to meet with staff, parents, Board Members, community members, etc. to gather information, purchase PPE and other COVID-19 related items and plan for the reopening of school. This Committee also encompassed transportation, food service and all classroom and building related safety and social distancing items.

In addition to preparing for the reopening of school, there were summer construction projects such as the renovation of the Media Center at E. T. Hamilton Elementary School, the conversion of two classrooms into a Guidance Suite at Voorhees Middle School (VMS) and the installation of an HVAC system for the Theater at VMS. A new playground was installed at E. T. Hamilton, new bleachers and a new gym floor were installed at VMS and the continuation of hard-surface flooring was installed in each school building.

A UVC Lighting Disinfecting system was installed throughout the school buildings which operates during the night and ionization was also installed in the HVAC units to further improve air quality. As an added measure, we increased the frequency of indoor air quality testing to include every room in each building four times a year.

At the start of the school year, we began distributing meals again on a weekly basis. The bagged meals consisted of breakfast and lunch for seven days which was an increase from five days a week during the beginning of the COVID school closure. The distribution was a combined effort by the Food Service department, the Maintenance department, the Transportation Coordinator, Business Office staff and our transportation contractors. These meals reached slightly under 500 students each week which is about 100 students more than the prior year. The District continues to use Nutri-Serve as the Food Service Management Company with Tina Artusa as the Food Service Director.

During FY 2020-2021, planning for full-day kindergarten and designing a 10 classroom kindergarten addition to Kresson Elementary was in full swing. An Ad Hoc Committee met

several times with the architects from LAN to discuss the design of the building and prepare for the bidding process. Full-day kindergarten will begin at each of the four elementary schools in September 2021. Then in September 2022 after the completion of the addition, all of the fifteen kindergarten classes will be in Kresson Elementary School. Bids for construction of the addition were opened on June 9, 2021 and the contract was awarded on June 14, 2021. A groundbreaking ceremony will be held on July 28, 2021.

The Long Range Facilities Plan for 2021-2026 was updated and Board approved on February 24, 2021, then resubmitted to the NJDOE Facilities Department. The Comprehensive Maintenance Plan was prepared with assistance from Clark Mathes and was approved by the Board of Education in October 2020. This plan is the foundation of the State Facilities requirement for budgeting and the basis for “The Safety, Security and Rehabilitation Program”.

We continue to meet the challenges of the stringent state procurement laws while updating our Purchasing Manual to reflect these changes. The revised and updated District Purchasing Manual was prepared and approved by the Board of Education in June 2021. The periodic review and updating of the manual was accomplished through the efforts of Danielle Trucano and Michelle Mortelliti. Mrs. Mortelliti is very diligent in reviewing procurement of items to ensure that purchases are in compliance. Christine Todd and Regina Disco enter and/or process purchase orders. Helen Haley continues to maintain the Qualified Purchasing Agent certificate, allowing the District to benefit from the higher bid threshold of \$44,000 and to stay current with changes. In addition, we continue to increase the use of RFPs and bids.

During Fiscal Year 2020-2021, the District implemented health insurance options under Chapter 44. Lisa Sollenberger manages healthcare, COBRA, new hire enrollment, the Worker’s Compensation Program and the Flexible Spending Account program for all eligible employees. Ms. Sollenberger is also responsible for ACA compliance and annual reporting. In addition, the District was awarded a Wellness Grant from the Schools Health Insurance Fund (SHIF) and Ms. Sollenberger was the Coordinator of this grant with our employees. The Wellness Grant provided three walking challenges, biometric screening kits and natural lip balm for all employees.

Both the VTEA and VTAA contracts were due to expire on June 30, 2021. The contracts were negotiated and approved for a three year term of July 1, 2021 - June 30, 2024. With the implementation of Chapter 44, medical stipends were eliminated for employees that chose that option. Alternatively, family benefits are now available to all new hires rather than having to wait two years.

Melissa Dammer, Payroll Specialist worked closely with Lisa Sollenberger and Danielle Trucano to update the payroll system to reflect the changes in healthcare and salaries due to the new contracts.

Vicki Szatkowski completed her first year as the Transportation Coordinator. It was a unique year of cohorts, social distancing on buses, masks, meal distribution utilizing our transportation companies for a full school year, etc. Ms. Szatkowski worked with Transfinder to upgrade our routing software, worked on additional routes for summer programs, and is preparing new routes for full-day kindergarten and redistricting.

Mark Mignone, Supervisor of Buildings and Grounds completed his first year of taking on the duties of Safety Coordinator as well as his other responsibilities. As a result, the District achieved the level of Elite II with the BCIP JIF. Mr. Mignone holds safety meetings with the maintenance and custodial staff and arranges for workshops and licensing of the staff to keep them aware of potential risks. The district continues to provide a safe environment for all students and employees. The District has fulfilled requirements under AHERA, ADA and continues to test the air and water supplies of all facilities on an annual basis. In addition, each facility is required to complete a health and safety checklist on a monthly basis. Clark Mathes, Director of Buildings and Grounds, with assistance from Mr. Mignone, has fully implemented the computerized work system called "SchoolDude." Work order e-mails are sent directly to the cell phone of the mechanic and/or to the appropriate contractor. The district continues to utilize a hybrid system of management for maintaining the District's grounds and facilities. A hybrid system utilizes a combination of in-house expertise and outsourcing to contractors, who have been approved as the lowest qualified bidder for specific trades. Mr. Mathes has become certified in Project Management and Mr. Mignone is in the process of obtaining his Qualified Purchasing Agent (QPA) certificate. Both Mr. Mathes and Mr. Mignone are instrumental in District projects, bids and meeting with the architect and potential contractors. They both go above and beyond to ensure safety of our buildings and staff.

This year Mr. Mignone received the first quarterly Community Hero award from the Voorhees Breakfast Rotary Club for his efforts with the UVC Lighting Disinfection System where he drove four hours round trip on Labor Day to pick up portable UV lights since ours had not yet been installed. Then he worked the night shift to move the portable units to each classroom throughout the night in order to disinfect each classroom. We were all very honored that he received this award. In addition, Helen Haley received an award from the Voorhees Breakfast Rotary for Community Service relating to coordinating the COVID-19 related efforts for the return to school. This award was the result of all Mrs. Haley's departments working together towards the goal of being ready to safely return to school as well as provide meals and safe transportation.

Danielle Trucano, Assistant Business Administrator and Mr. Mignone worked on the submission of several grants. The Securing Our Children's Future Bond Act provided grants for Alyssa's Law and Water Infrastructure. The Alyssa's Law Grant was for \$158,702 and will fund additional security cameras district-wide. The Water Infrastructure Grant addresses water fixtures in connection to lead testing. We were recently approved for \$1,049. The FEMA Grant was submitted and has the potential to reimburse the District 75-100% of certain expenses incurred relating to COVID-19. To date, we have received \$31,466. Ms. Trucano worked on the CARES Grant with Dr. Young to fund the summer enrichment program and summer academic clubs. This grant is for \$180,892. As additional funding became available during FY 2020-2021, Ms. Trucano worked on and submitted grant applications for the following:

- Coronavirus Relief Fund Grant (CRF) - \$122,166
- ESSER II - \$832,120
- America's Rescue Plan (ESSER III) - \$1,661,157



Tanya Weinstock began working in the District in August 2020 as our new Business Office Clerk to implement Central Registration. Kindergarten registration had started at the Administration Building prior to the COVID-19 school closure, but with the school closure, the transition process moved quickly to fully online central registration. Tanya also cross-trained in Transportation and Accounts Payable.

Fiscal year 2020-2021 was a year of implementing The Road Back to School Plan and pivoting as the rules and regulations changed. We were also able to complete many construction and maintenance projects as well as plan for the construction of the upcoming kindergarten classroom addition. Although there were many challenges, with teamwork we were able to accomplish our goals.

**Curriculum and Instruction**  
**Dr. Diane Young**  
**Assistant Superintendent**  
**2020-2021 District Results**

## Curriculum and Instruction

Dr. Diane Young

Assistant Superintendent

### 2020-2021 District Results

During the 2020-2021 school year, which was an atypical school year due to the global pandemic, instructional staff and administrators worked collaboratively to accomplish the following goals:

- ✓ Provide student with high-quality educational experiences that are differentiated and authentic
- ✓ Ensure students have opportunities to collaborate, problem solve, think critically, and be creative
- ✓ Provide assessments that are informative and valid
- ✓ Create consistent routines
- ✓ Establish relationships between school community members based on kindness, caring, respect, empathy, and support
- ✓ Provide students and teachers access to quality resources

To ensure student success in all areas, teachers used assessment data to inform their instruction and provide differentiated experiences for their students. As has been our mission for many years, Voorhees Township School District staff continued to have high expectations for student academic achievement. Typically, in June, New Jersey school districts received the New Jersey Student Learning Assessment results. However, due to COVID19, students did not participate in the assessment. Therefore, iReady data was utilized to assess students' academic growth at the elementary levels, and middle school students were assessed using district-created assessments. (See iReady Data Below)

#### Literacy Scores Comparison to Determine Learning Loss (Percent on or above grade level/1 year below/2 or more grade levels below)

<b>Hamilton</b>		
<i>Grade</i>	<i>2018-2019-iReady</i>	<i>2020-2021-iReady</i>
First	N/A	68/30/2
Second	94/6/0	91/9/0
Third	83/8/9	90/7/3
Fourth	78/22/0	84/16/0
Fifth	75/18/7	67/25/7

<b>Kresson</b>		
<i>Grade</i>	<i>2018-2019-iReady</i>	<i>2020-2021-iReady</i>

First	N/A	96/4/0
Second	85/14/1	81/19/0
Third	88/9/4	85/8/7
Fourth	73/26/1	56/33/11
Fifth	63/24/13	67/15/18

<b>Signal Hill</b>		
<i>Grade</i>	<i>2018-2019-iReady</i>	<i>2020-2021-iReady</i>
First	N/A	75/22/3
Second	88/10/1	90/10/0
Third	86/7/8	86/7/8
Fourth	78/19/3	75/22/3
Fifth	70/20/10	69/19/13

<b>Osage</b>		
<i>Grade</i>	<i>2018-2019-iReady</i>	<i>2020-2021-iReady</i>
First	N/A	76/24/0
Second	78/16/6	78/19/3
Third	86/11/3	83/13/5
Fourth	73/21/7	64/28/7
Fifth	66/22/13	75/19/6

**Math Scores Comparison to Determine Learning Loss (Number indicates % on or above grade level)**

<b>Hamilton</b>		
<i>Grade</i>	<i>2018-2019-NJSLA</i>	<i>2020-2021-iReady</i>
First	N/A	83
Second	N/A	74
Third	86	67
Fourth	84	87
Fifth	68	80

<b>Kresson</b>		
<i>Grade</i>	<i>2018-2019-NJSLA</i>	<i>2020-2021-iReady</i>
First	N/A	73
Second	N/A	75
Third	76	82
Fourth	54	63
Fifth	84	72

Signal Hill		
Grade	2018-2019-NJSLA	2020-2021-iReady
First	N/A	69
Second	N/A	89
Third	80	78
Fourth	67	64
Fifth	64	66

Osage		
Grade	2018-2019-NJSLA	2020-2021-iReady
First	N/A	66
Second	N/A	65
Third	67	67
Fourth	62	67
Fifth	84	72

Blue-same or improved score

Yellow- significant decline

During the 2020-2021 school year, professional development for teachers focused on hybrid learning. All elementary teachers collaborated in professional learning communities to share best practices for instruction in the hybrid model. Similarly, middle school teachers worked together to determine best practices to ensure academic success for all students. Additionally, all staff members in the district were trained to utilize Google Classroom and other Google Applications, which was critical to the successful implementation of the hybrid learning model.

Administrators and staff recognize that students’ social and emotional needs are as critical as their academic needs. During the pandemic, some students were impacted socially and emotionally. Therefore, the previously established partnership with the Center for Emotional Health provided staff and parent training. Additionally, each schools’ anxiety task force provided professional development and support to staff members.

As a district, we continue to work collaboratively to ensure that the Voorhees School District’s vision for instruction,

*Voorhees Township School District strives to meet the unique needs of all stakeholders by providing comprehensive, innovative, and creative instructional programs that prepare lifelong learners to succeed in an ever-changing global society is achieved. We are committed to providing all students the educational experiences and resources necessary for them to be competitive in our ever-changing global society.*

is realized. Our ability to implement our vision for instruction was tested when implementing the hybrid learning model. Teachers worked tirelessly to provide quality instruction to their students remotely and in person. In addition to quality instruction, staff and administrators focused on creating a favorable school climate in which students felt safe

taking educational risks while developing a love of learning. In Voorhees Township School District, we continued to live our brand each day despite the challenges of hybrid learning, and we will continue to strive to encourage innovation, to engage all learners, and to inspire lifelong learning!

**Innovate, Inspire, Engage**

**SPECIAL SERVICES**

**2020 -2021**

**Dr. Elaine Hill  
Director Special Services**

**SPECIAL SERVICES DEPARTMENT**  
**Dr. Elaine Hill**  
**Director of Special Services**

The Special Services department includes all services related to the identification and evaluation of potentially disabled students as well as the provision of special education and related services and/or speech language services to students deemed eligible. This department also coordinates home instruction for students unable to attend school on a temporary basis.

Staff members include Child Study Team personnel, teachers, related service providers, instructional associates and home providers. All of them interact directly with children and provide consultative services to the school staff and parents.

**Child Study Team Services**

The function of the Child Study Team is to provide diagnostic, evaluative, consultative, and related services to the school community. CST staff includes 2 full teams serving the preschool and elementary levels. For the middle school team, we have two school psychologists and a learning consultant. Each child study team member evaluates at least one student per week, serves as case manager for approximately 50 students and participates on a committee entitled Response to Intervention. Select evaluations are conducted by private agencies when current staff schedules cannot meet timelines. CST personnel provide on-going consultation and support to all staff to facilitate the implementation of IEP's. Related services personnel include: 5 full-time speech therapists as employees; one 60% - time equivalent; one 40% time equivalent as a contracted speech therapist; 1 full time occupational therapist; one 40% time contracted therapist; one 60% time physical therapist, one 80% time behavior therapist for preschool and elementary schools and one 60%-time contracted behavior specialist for VMS. The district contracts with an agency to provide Registered Behavior Therapists.

**Instructional Staff**

Teacher/FTIA/PTIA/RBT	Kresson	Hamilton	Osage	SH	VMS	Total
2009-10	5.5/9	6.5/12	10/11	10/13.5	19/9	51/54.5
2010-11	7/9	6/13	10/10	10/13.5	17/9	50/54.5
2011-12	6/7	5/10	10/11	10/12.5	17/13	48/53.5
2012-13	6/8	5/10	10/13	10/12	17/12	48/55
2013-14	6/7	5/9.5	9/12	10/12.5	18/10	48/51
2014-15	5/5.5	6/7.5	10/11.5	8/11	19/12.5	48/48
2015-16	6/10	5/8	10/13	8/12	17/13	46/39/17
2016-17	7/5+5	5/5+4	10/10+5	9/10+3	17/7+7	48/37+24
2017-18	7/5+6	7/5+13	10/10+2	10/11+5	17/6+5	50/37+31
2018-19	7/6+5	7/6+13	10/9+2	10/9+5	17/4+5	51/34+30
2019-20	7/6+5/4	7/4+8/3	9/10+1	10/9+6/2	17/7+3/3	50/36+23/12
2020-21	7/6+4/5	8/4+7/4	10/9+1	10/8+4/5	19/2+3/3	54/29+19/18

There were 91 referrals this year. Of that number 53 were school age and 38 were preschoolers.

**Preschool Referrals**

09-10	10-11	11-12	12-13	13-14	14-15	15-16	16-17	17-18	18-19	19-20	20-21
51	35	43	63	37	41	56	41	46	62	47	38

**School Age Referrals**

Kresson	09-10	10-11	11-12	12-13	13-14	14-15	15-16	16-17	17-18	18-19	19-20	20-21
Males	10	6	4	3	7	11	10	6	12	6	3	2
Females	8	3	5	8	6	9	6	3	10	3	4	6
Enrollment	397	394	360	344	314	374	379	398	398	384	385	369
	4.5%	2.3%	2.5%	3.2%	4.1%	5.3%	4.2%	2.2%	5.5%	2.3%	1.8%	2.2%
Hamilton	09-10	10-11	11-12	12-13	13-14	14-15	15-16	16-17	17-18	18-19	19-20	20-21
Males	9	4	12	2	6	8	6	5	8	8	3	6
Females	5	7	8	4	7	8	7	4	4	5	3	5



Enrollment	508	488	484	454	418	419	412	383	385	398	389	379
	2.8%	2.25%	4.1%	1.3%	3.1%	3.8%	3.1%	2.3%	3.1%	3.2%	1.5%	2.9
SH	09-10	10-11	11-12	12-13	13-14	14-15	15-16	16-17	17-18	18-19	19-20	20-21
Males	14	5	11	9	11	23	13	7	12	15	4	6
Females	8	2	6	7	12	5	11	8	12	13	3	8
Enrollment	571	537	547	512	499	473	489	484	504	442	486	460
	3.8%	1.3%	3.1%	3.1%	4.6%	5.9%	4.8%	3.0%	4.7%	6.3%	1.4%	3.0%
Osage	09-10	10-11	11-12	12-13	13-14	14-15	15-16	16-17	17-18	18-19	19-20	20-21
Males	11	10	9	17	12	21	22	11	11	2	9	9
Females	6	6	6	6	10	20	7	9	10	17	13	5
Enrollment	616	640	646	651	655	643	638	606	671	681	696	705
	2.7%	2.5%	2.3%	3.5%	3.3%	6.3%	4.5%	3.3%	3.1%	2.7%	3.1%	2.0%
Total Elementary	2092	2059	2037	1961	1916	1909	1861	1871	1958	1978	1956	1913
	3.4%	2%	3.0%	2.9%	3.7%	5.5%	4.1%	2.8%	4%	4%	2.1%	2.5%
VMS	09-10	10-11	11-12	12-13	13-14	14-15	15-16	16-17	17-18	18-19	19-20	20-21
Males	5	10	8	4	5	18	11	8	8	7	6	4
Females	3	3	6	6	3	6	2	5	4	4	8	2
Enrollment	1154	1175	1151	1136	1107	1110	1063	1072	1045	1042	1018	1027
	.7%	.01%	1.2%	.9%	.72%	2.1%	1.2%	1.2%	1.2%	1.05%	1.4%	.6%
Total District Referrals	79/3246	56/3234	75/3188	66/3097	79/3023	129/3019	91/2981	66/2943	96/3003	142/3020	56/2975	53/2967
	2.4%	1.7%	2.35%	2.13%	2.6%	4.2%	3%	2.2%	3.1%	4.7%	1.8%	1.8%

Based on total enrollment as of June 30<sup>th</sup>

### Special Education Enrollment

The New Jersey Administrative Code requires districts to provide services to students with disabilities in either of two categories: Eligible for Special Education and Related Services or Eligible for Speech /Language Services. The following chart outlines enrollment in each of the schools:

Eligible for Special Education/Eligible for Speech Only by School/School Enrollment as of June 2021

	PS	SH	Hamilton	Kresson	Osage	VMS	OD	Total	% of enrollment	
2015	28	47/28/457	43/36/418	36/7/367	49/16/641	139/12/1107	17	359/99/2991	12%/3.3%	15.3%
2016	24	40/32/474	40/34/410	43/14/373	54/16/629	134/11/1055	16	351/107/2943	11.9%/3.6%	15.5%
2017	35	49 /30/484	37/33/383	54/37/398	66/27/606	96/10/1072	17	354/137/2943	12.0%/4.6%	16.6%
2018	48	50 /33/504	46/28/385	63/26/398	57/27/671	88/9/1045	14	366/123/3003	12.1%/4.0%	16.2%
2019	48	62/22/470	53/25/398	56/29 /384	62/19/ 681	90/8/1042	27	393/103/3020	13%/3.4%	16.4%
2020	47	53/32/485	45/31/389	52/32/385	65/19/695	139/12/1018	32	386/126/2975	12.9%/4.2%	17.2%
2021	41	52/28/460	49/23/379	57/27/369	72/15/705	135/8/1027	27	433/101/2967	14.6%/3.4%	18.0%

Current Status as of June 2021

	2016	2017	2018	2019	2020	2021
Eligible for SERS	363	354	366	393	386	433
Newly Eligible	71	56	67	72	60	65
Transfers In	14	39	44	39	29	32
Graduated	48	49	47	45	44	48
Moved out	27	23	26	28	28	30
Declassified	7	9	8	15	13	13
Eligible for Speech	128	137	123	108	158	101
District enrollment	2981	2943	3003	3020	2975	2967

Declassifications

	09-10	10-11	11-12	12-13	13-14	14-15	15-16	16-17	17-18	18-19	19-20	20-21
Preschool	6	3	8	3	5	0	0	0	0	4	3	13
Elem/VMS	14	22	10	14	8	5	7	9	8	11	10	6

Totals	20	25	18	17	13	5	7	9	8	15	13	13
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### Special Education Programs Report for 2020-21 School Year

The state department of education issued its annual performance report on how well each district met the State Performance Plan Indicators. The report is published each year for the preceding year and addresses *graduation rates, drop-out rates, performance on state assessments, suspensions/expulsions, education environments, preschool Environments, preschool outcomes, parental involvement, disproportionality, child find, early childhood transition, secondary transition and post- secondary outcomes*. Some areas are not applicable to our district. Of the targets applicable and those that could be measured in light of Covid 19, we met all expectations except for the number of preschoolers in separate, non-inclusive settings. We include 63.4% of our preschoolers in regular early childhood programs and 36.6 % in separate classes. We missed the target by 1.1%. Effective oversight and supervision should have been at 100% however due to Covid 19 and the school shut down, our data shows that only 79.8% of the time did we meet target dates for the completion of the referral process and 54.5% of the time children turning 3 exiting Early Intervention were identified and in a preschool program by the age of three. This is much lower than usual due to Covid but greater than many of the districts in Camden county. This lower rate is due to the fact that CST members were unable to assess many of the children due to the shut down and because parents did not want children exposed to our evaluators.

K-8	In general education 80% or more Voorhees/State target	In general education between 79%-41% no state target	In general education 40% or less Voorhees/State target	Out of district placement Voorhees/State target
2009-10	56.2%	27.7	13.4%	2.7%
2010-11	53.6% / >44%	30.5	13.1% / <19%	2.8% / <8%
2011-12	53.7%/48%	30%	11.4%/16.5%	4.9%/7.8
2012-13	59%//48%	28.8%	8.4%/16.5%	3.8%/6.7%
2013-14	57.2%/48%	30.5%	7.3%/16.5	5%/7.6%
2014-15	52.9%/48.5%	35.2%	7.9%/16%	4%/7.4%
2015-16	51.7%/49%	48.3%	7.1%/15.5%	4.2%/7.4%
2016-17	56.2%/49.5%	34.6%	6.5%/15%	2.7%/7.2%
2017-18	53.4%/50%	36%	7.9%/15%	2.7%/7.1%
2018-19	56.2%/49.5%	34.6%	6.5%/15%	2.7%/7.2%
2019-20	50.6%/50.5	36.4%	8.3%/14%	4.7%/6.9%
2020-21	35.5%/?	44.4%	12.8%/?	7.3%/?

Ages 3-5	Percent of Preschoolers in inclusive settings 80% of time/state target	Percent of Preschoolers in separate settings/state target	Other (general education + resource)
2012-13	39.5%/42.5%	55.3%/36%	5.2%
2013-14	41.5%/42.5%	56.1%/36%	2.4%
2014-15	39%/43%	53.7%/35.5%	7.3%
2015-16	26.2%/43.5%	59.5%/35%	14.3%

2016-17	55.9%/44%	42.4%/34.5%	1.7%
2017-18	41.1%/44%	46.4%/34.5%	12.5%
2018-19	50%/45%	35.5%/34%	14.5%
2019-20	64.9%/46%	35.1%/34%	0%
2020-21	63.4%/?	36.6%/?	0%

### **Homebound Instruction**

Home Instruction is a service coordinated by the Child Study Team office for students who need to be absent from school for an extended period due to illness, injury or suspension from school. Home instruction may also be provided as deemed appropriate for students with disabilities via the IEP process. During the 2020-21 school year two students received home instruction due to long term, chronic health conditions.

### **Staff Development**

For the 2020-21 school year much of the staff development focused on literacy instruction and technological tools. CST members and select speech therapists participated in webinars related to their area of expertise.

**EDUCATIONAL TECHNOLOGY**

**2020-2021**

**Bruce Taylor**  
**Director of Educational Technology**

**EDUCATIONAL TECHNOLOGY**  
**2020-2021**  
**Bruce Taylor**  
**Director of Educational Technology**

The revised Voorhees Township School District Technology for Digital Learning Plan was completed during the summer of 2020. This three-year plan was submitted to the superintendent in October, 2020 but it was determined that approval by the Board of Education wasn't necessary as district technology plans are no longer required by the state of New Jersey.

All components developed in the plan were reviewed to ensure compliance with guidelines required for funding from the following sources:

- E-Rate funding via compliance with the Telecommunications Act of 1996 and Children's Internet Protection Act (CIPA)

These criteria include the establishment of linkages with the following external plans:

- Future Ready Schools (White House Future Ready Summits)
- Framework for 21<sup>st</sup> Century Learning (The Partnership for 21<sup>st</sup> Century Skills)
- National Educational Technology Standards (International Society for Technology in Education – ISTE)
- New Jersey Student Learning Standards, including new 2020 Computer Science and Design Thinking

Linkages have also been identified across many other ancillary plans. These plans, at least in part, serve to determine and reinforce roles and levels of responsibility of individuals, schools and the district as a whole, toward meeting the technology goals in the Voorhees Township School District.

Current corporate partners, technology vendors and various experts were consulted throughout the planning process as solutions for voice, data and video applications were placed under consideration. In addition to the review and selection of technology products and services, opportunities for educational institutions, creative-financing programs, customer support options and product futures were explored. Relationships formed or renewed in this process will continue to serve the district during the incremental implementation of this plan.

The district's main goals for technology initiatives through the year 2023 have been established to meet district technology needs, as identified by the committee, and are set within the eight major areas of the action plan, aligned directly with the Future Ready Framework:

- Curriculum, Instruction, and Assessment
- Use of Time

- Technology, Networks, and Hardware
- Data and Privacy
- Community Partnerships
- Professional Learning
- Budget and Resources
- Empowered, Innovative Leadership

The revised technology plan document serves as a next edition in an evolving process, and it will always be subject to periodic changes as deemed appropriate. This revision incorporates data taken from the following sources, which may be found in the Strategic Planning area in the document:

- Future Ready Schools – NJ Bronze Certification Gap Analysis
- NJTRAx Digital Learning Survey Data – Gap Analysis
- COVID-19 Pandemic: Planning for the Delivery of Remote Education (Lessons Learned)

The Gap Analysis components above were also used by school task force members in the formulation of school-based action plans. These school plans have been incorporated into the larger district plan for easy reference.

2020-2023 marks the 10th revision to the original document written in 1991, and it may be obtained on the district's website: <https://www.voorhees.k12.nj.us/Page/47518>

**ENGLISH AS A SECOND LANGUAGE PROGRAM**

**2020-2021**

**ANNUAL REPORT**

**Susan Donnelly  
Supervisor of Special Projects**

# ENGLISH AS A SECOND LANGUAGE

**Susan Donnelly  
Supervisor of Special Projects**

## **Introduction**

The Bilingual Education Act (N.J.S.A. 18A: 35-16) was enacted to ensure that students of limited English proficiency are provided instruction, which will allow them to continue to develop academic skills while acquiring English language skills. Chapter 212 as amended also reaffirmed the need to provide special instructional programs to children who do not know sufficient English to work successfully in an English-only classroom. State bilingual categorical aid is made available to districts to assist them in meeting the educational needs of these children. To qualify for these funds, districts are required to submit a program plan describing how these services will be provided.

## **The Voorhees Township Public School's ESL Program**

Currently, the ESL Program in the Voorhees Township School District is organized to meet the needs of its LEP students on three proficiency levels: beginning, intermediate, and advanced. Students are grouped both by proficiency level and grade level. When grouped by proficiency level, we use cross grading. When grouped by grade level, we use multiple proficiency levels together, thus providing opportunities for the more advanced students to apply their newly acquired skills in a controlled, risk-free setting. Preschool ESL students are serviced through an in-class support model. At the elementary school level, we use a pull-out program that provides ESL students a minimum of 30 minutes of ESL instruction each day. In the middle school, a pull-out program is also used. Students at the middle school level are afforded ESL instruction a minimum of 45 minutes per day.

## **2020 – 2021 Program Data**

### **Budget Resources:**

Local Funding

Federal Funding

### **Staff:**

Coordinator  
3 Full Time ESL Teachers



## ESL Students

<b>School</b>	<b>Total Students in Program this School Year</b>
Signal Hill	17
Osage	63
Middle	14
<b>Total</b>	<b>94</b>

## Student Exiting Procedures

Student's progress is assessed and monitored throughout the year and a final review occurs annually. Using the Multiple Exit Criteria Form students are either exited or remain in the ESL program following the review. The form requires the completion of nine areas of information that is completed jointly by the ESL teacher, the regular classroom teacher and/or the reading specialist. Based on a total score 15 or less, a recommendation is made to have the student either remain or exit the ESL program. A student profile sheet is initiated based on classroom performance observed by the ESL teacher, the regular classroom teacher and/or the reading specialist. Once exited, the student is monitored for a period of one (1) school year to ensure success in the regular program and to provide periodic assistance, if required. A State report also includes the number of students who have moved out of the district or who have exited the ESL program.

## Language Breakdown

Arabic	Bengali	Cantonese	German
Gujarati	Hebrew	Hindi	Japanese
Korean	Mandarin	Maithili	Marathi
Nepali	Portuguese	Punjabi	Russian
Sinhala; Sinhalese	Spanish; Castilian	Tagalog	Tamil
Telugu	Turkish	Vietnamese	

ESL teachers assess students when they enter our school district using the WIDA Screener test. One of five levels of Performance, 5: - Full English Proficiency, 4: - Advanced; 3: - Upper Intermediate; 2: - Lower Intermediate; and 1: - Beginners, was determined for our ESL students through the use of a rubric. These levels of performance provide the required assessment that will demonstrate progress of our limited English proficient students in English proficiency. ESL students participate in the State ACCESS WIDA Computer based testing to monitor progress in the program. Additionally, district staff continues to enhance instruction through an assortment of training opportunities. Our ESL teachers also work closely with classroom teachers to provide strategies to encourage our ESL students. Students also take the ACCESS test annually to assess progress in the program.

The district has provided an update to instructional materials for all grade levels. The National Geographic Reach and Inside programs will be used for English language learners. In addition, an on-line component was purchased to provide on-line access to materials. All objectives cover language, literacy and content instruction (Social Studies, Science, Mathematics, and Fine Arts) and are correlated to the World-Class Instructional Design Assessment Standards, as well as selected New Jersey Student Learning Standards for Language Arts Literacy.

Our elementary ESL teachers and general education teachers also have access to an ESL component of the districts' "Reading Streets" literacy program. By using this component, ESL teachers can support their students on the same skills, concepts, and themes being taught during their language arts instruction. The ESL component of Reading Street is broken down into three parts; English Language Learning and Literacy, Grammar Instruction for English Language Learners, and Phonics Instruction for English Language Learners. This program has been very successful for our students.

**Language Arts Literacy**

**2020-2021**

**ANNUAL REPORT**

**Mary Tadley  
Assistant Principal/District Supervisor**

**LANGUAGE ARTS LITERACY**  
**Mary Tadley**  
**Assistant Principal/Supervisor**

This year our district continued to focus on the New Jersey student learning standards and making our students 21<sup>st</sup> century learners, particularly in language arts. The 2020-2021 marked our third year using the Journeys literacy program at the elementary level in grades K-5.

This school was a mix of fully remote and hybrid learning. Teachers in all grade levels, both elementary and middle school, used the Google Classroom platform and Google Meet to work with their students.

The online component of Journeys was incredibly helpful in this situation. Teachers were able to continue with the program even with a large number of our students working completely from home. To assist teachers in assessing students we purchased accounts for staff in Spelling City and Vocabulary A-Z. These online resources allowed for more frequent assessment and allowed teachers to continue to use data to drive their instruction for their remote and hybrid students.

This year was our fourth year using the i-ready assessment program. This program allowed us to monitor students' progress throughout the year by having students in grades 1-5 take diagnostic assessments in the 2020-2021 school year. Students took three diagnostic assessments this year using iReady tool (September, January, and May). Additionally, teachers had access to the instructional tools available in iReady. Teachers were able to assign lessons and assessments based on student data and progress. Despite the challenges faced this year, iReady data shows that students made progress during this school year. These assessments provided teachers with a lot of data about students' strengths and weaknesses. We were able to use that data to drive instruction. This data has also proven to be a great tool for special education and RTI students, as well as a tool to help guide our gifted students.

Moving forward we will continue to use both the Journeys program and iReady program as tools for instruction.

Foundations is still being used in grades K-2 in our elementary schools. This program is a systematic approach to teaching children foundational skills such as phonemic awareness, phonics, high frequency word study, reading fluency, vocabulary, comprehension strategies, spelling, and handwriting. Teachers reported that this program was able to be used in conjunction with the Journeys literacy program. Many found that it was another tool to help struggling learners.

At the middle school level, successful change continues with literacy instruction in both the special education and basic skills programs. The Hampton-Brown Inside series continues to be a great fit for the needs of sixth grade special education and B.S.I.P. students, while standards-based instruction guides the Literacy Lessons for regular education classrooms in grades 6 – 8. Teachers use CommonLit, NewsELA and other resources to differentiate their instruction based on student needs. Teachers meet throughout the year in grade level PLC's to focus instruction and create common assessments based off of student needs.

The English Language Arts Literacy Curriculum Guide encourages development of each child's ability to communicate is provided through the compilation of this inclusive curriculum. It incorporates many aspects of scholarly vocabulary development to enhance and improve reading comprehension of complex and other text, writing strategies, speaking

and listening skills, research skills, and technology applicable instruction to provide increased proficiency in the area of English Language Arts. Considering that our district believes that the English Language Arts goes beyond functional literacy in all content areas, we intend to foster lifelong literacy and learning for our students. It is therefore essential to prepare our students with college and career readiness skills through literacy and other instruction, as referenced in our Language Arts Literacy Curriculum Guide.

Countless methods and/or strategies for assessment are in place, and continue to be monitored effectively in classrooms throughout each grade level. All assisted with guiding instruction. Research formats recommended in the past, assisted with the creation of assessment and other strategic procedures for district staff. Assessment procedures provide provisions for continued monitoring of instruction, student mastery and/or need for reinforcement or re-teaching. The creation of Benchmark assessments assisted with monitoring implementation of selected Common Core Standards that provide the most instructional change.

Technology continues to be infused as an integral part of our district's Literacy curriculum. Offline and/or online resources continue to be used. Smartboard technology also provides an excellent support for staff through the manipulation and visual representation of text and graphic displays in a highly interactive motivating approach. Each year more i-pads are purchased to have 1:1 devices available for all students. Students are also using their personal devices at home to access the reading program. All students have 1:1 devices which were brought to and from school this year for hybrid and remote learning. This allows for constant access to the reading program, E-Books, educational apps, and countless other tools that enhance their language arts skills.

The use of literature and/or novel reading to teach skill development continues to be in place. Reading and Library/Media specialists have available skill development materials and technologies for use with selected literature. Specific novels for reading instruction are provided through the use of classroom libraries as an option. Guidelines and criteria for the selection of replacement novels occur mainly at the middle school since this resource is not included in the Language Arts Literacy Curriculum Guide. Observation, careful monitoring and modifications of the program as needed to benefit our students and staff is always considered..

The library media specialists throughout the district were also involved in a variety of unique activities that directly related to their specialty area. The online card cataloging system continues to be widely used. The Information Literacy Curriculum for kindergarten through fifth grade continues to enhance library/media specialists' and classroom teachers' instruction of integrated library/media skills. Staff has used the full range and maximum utilization of available technology resources cited in this curriculum. The collaborative efforts of the district's educational technology department always assist with ensuring successful implementation of this curriculum.

Our district's teaching of Language Arts Literacy (English Language Arts) at all levels, continues to strive toward consistency and the maintaining of the highest and required standards. School-wide and district in-services for staff have been enhanced for the continuation of needed collaboration that ensures that district goals are met. Our district's state of the art strategic goals and objectives in the Literacy area seeks to continually strive to maintain and provide students and staff with the statistically best and current methods of instruction and materials. Our main goal is to constantly strive to keep the 21<sup>st</sup> Century Skills in mind for our student's ultimate success to compete in our global community.

**E.T. HAMILTON SCHOOL  
Northgate Drive**

**2020-2021**

**Andrew H. Moskowitz  
Principal**

**E.T. HAMILTON SCHOOL  
ANDREW H. MOSKOWITZ, PRINCIPAL  
2020-2021**

**ENROLLMENT**

<b><u>Grade</u></b>	<b><u>Number of Students</u></b>	<b><u>Number of Classes</u></b>
K	55	4
1	60	3
2	69	3
3	61	3
4	64	3
5	55	3

**SPECIAL NEEDS**

<b><u>Programs</u></b>	<b><u>Number of Students</u></b>
B.S.I.P. Reading	28
B.S.I.P Math	5
B.S.I.P. Reading and Math	13
Speech	53
Resource Room	35
Self-Contained	16

**SCHOOL PROGRAMS**

<b><u>Programs</u></b>	<b><u>Grades Included</u></b>
Google Suite Classroom	Teachers
Ability Awareness Activities	K-5
American Education Week	K-5
Anti-Bullying Assembly (Virtual)	K-5
Author Assembly (Virtual)	K-5
Authors' Nights (Virtual)	K-5
Back-to-School Night (Virtual)	K-5
Band and Chorus Demonstration (Virtual)	5
Bullying Prevention Assembly (Virtual)	K-5
Cyberbullying and Internet Safety Assembly (Virtual)	K-5
Fire Prevention Week/Voorhees Fire Co. Visit	K&1
First Grade Open House	1
Halloween Parade (Virtual)	K-5
Hawks of a Feather Character Education Program	K-5
Holiday Sing-Along (Virtual)	K-5
Josh the Otter Book Assembly (Rotary Club)	1
Kindergarten Virtual Moving Up Ceremony	K
Kindergarten Orientation	K
5 <sup>th</sup> Grade Outdoor Graduation Ceremony	5
NJSLA Enrichment Program (After-School)	3-5
Professional Learning Communities (PLC's)	K-5
Respect Week	K-5

School Pictures (Fall)	K-5
School Spirit Weeks	K-5
School Outdoor Fun Days	K-5
Valentine's Day Parties (Virtual)	K-5
Violence and Vandalism-/Halloween Safety	1-5
Winter Concert (Virtual)	1, 2, 3

**PARENT FACULTY ASSOCIATION**

- 5th Grade Outdoor Graduation Day
- Chick-Fil-A Fundraiser
- Duck Donuts Fundraiser
- Jersey Mike's Fundraiser
- HPFA Popcorn Sale (Grade 5)
- HPFA Cake Wars Kits
- Masso's Fundraiser
- Book Fair (Virtual)
- Book Fair Reading Night
- Chipotle Fundraiser
- HPFA Breakfast (for Teachers)
- Halloween Candy Drive/McDonald's House
- Hawk Pride Days
- HPFA Chalk-the-Walk Event
- HPFA Membership Drive
- HPFA Teacher Appreciation Week
- Helping Hands Collections /Packaging Night
- Holiday Shop (Virtual)
- Magazine Sale
- Five Below Fundraiser
- Mr. Softee
- Rita's Water Ice Night
- Parents' Night Out
- Passariello's Night
- Parent Talks: Dealing with Anxiety & Financial Planning for College
- School T-Shirts
- Spring Donation Clothing Drive
- Tucci's Mini Hoagies
- Virtual STEM Science Fair
- Staff Luncheon
- Panzarottis Sale (5th Grade)
- Spiritwear
- The Giving Tree
- Virtual b-Great Show
- Yankee Candle Sale
- Yearbook

**NUMBER OF STAFF**

Certificated Full-Time (includes 1 administrator)	37
Certificated Part-Time or Shared:	4
Non-Certificated Full-Time	12
Non-Certificated Part-Time or Shared	6



E. T. Hamilton Annual Required Training			
Topic	Date	Participants	Method
<b>Staff Training</b>			
Substance Abuse Staff Training	9/21/20 Throughout the year	Staff/faculty meeting	Reviewed policy-principal: Power Point.
HIB bullying/student harassment staff training	9/02/20, 9/21/20, 10/21/20	Staff/faculty meetings	Discussion with the Principal/counselor/GCN Training
	12/7/20	HIB Law Update	Presentation by the principal.
	Throughout the year	Counselor	Mr. Myers/HIB Climate Survey.
Staff Harassment Training	9/21/20 Throughout the year	Staff/faculty meeting	Policy mentioned by the principal at faculty meeting.
Suicide Awareness, Prevention Training	9/21/20 Throughout the year	Staff/faculty meeting	District Staff  GCN training for new staff. Review of district policies/procedures by the principal.
School Safety/Emergency Plan Training	9/2/20 9/21/20	Staff/faculty Meetings	Copies to all and reviewed at meetings Introduced the Crisis Prevention Team and procedures-principal.
	9/2/20 6/23/21	School Crisis Committee	Members discussed emergency drills. Reviewed the security plan with the principal.
	9/10/20, 11/04/20 06/09/21	School Safety (HIB) Committee Meetings	Committee members discussed HIB Survey and the climate of the school.
Sexual Harassment of Students-Training	9/21/20	Staff/faculty Meeting	Reviewed polices and regulations

			Discussion of policy at faculty meeting. GCN training for new staff.
Missing/Abused/Neglected Children Training	9/21/20 Throughout the year	Staff/faculty meeting	Principal reviewed (DCP&P) requirements and district policy.
Equal Educational Opportunity/Achievement Gap training	9/21/20 Not GAP Trained	Staff/faculty meeting	Presented through the faculty meeting agenda.
Blood Borne Pathogens	9/21/20 Throughout the year	Staff/faculty meeting	Nurse presented information. GCN training for new staff.
Violence and Vandalism Week Activities for staff	Week of 10/05/20-10/08/20 Throughout the year	Staff/students	Faculty meeting and events were completed with collaboration by grade level partners on activities during the week.  Counselor presented lesson in classrooms.  Streaming videos Stories
Violence and Vandalism	Throughout the year	Staff	Various activities in classrooms.
Allergy Management	09/21/20 12/07/20	Staff/faculty meeting	Review of policy GCN training done by each individual. Nurse reviews procedures.
Asthma	09/21/20 Throughout the year	Staff/faculty meeting	Review policies with the school nurse. GCN Training for new staff.

Eye Protection	09/21/20 Throughout the year	Staff/faculty meeting	GCN training individually for new staff. School nurse presented information.
Intervention and Referral	Throughout the year	RTI meetings	Counselor and CST members.
School Nurse delegates for Epi-Pen	Throughout the Year (4 times; presented refresher trainings at the end of each marking period.)	Delegates	Nurse-trained individually all delegates
Emergency First Aid Procedures	12/07/20	Staff/faculty Meeting	Nurse reviewed policies.
Diabetes Awareness	12/07/20 Throughout the year	Staff/faculty Meeting Nurse and staff	Nurse reviewed policies Principal and School Nurse reviewed procedures with staff.
Gang Awareness Policy	9/21/20	Faculty Meeting	Principal reviewed procedures
Social Media Policy	10/21/20	Faculty Meeting	Power Point presentation by the principal.

Student Training			
Bullying/Harassment Training	Throughout the year	Students K-5	Information/lessons from counselor and teachers; Health classes; Assembly with Grade 5.
Substance Abuse Training	Throughout the year	Students 1 <sup>st</sup> -5 <sup>th</sup>	Health classes
Violence and Vandalism Week Activities for students	Respect week 10/05/20-10/09/20; V&V week	Students and staff	Reading poems Writing songs Bulletin boards Announcement Class Posters Counselor presented in classrooms-see counselors' plans and teachers required student training worksheets.

E. T. Hamilton Annual Teacher Training			
Topic	Date	Participants	Method
Staff Training			
Character Education Assemblies	1-22-21 2-24-21 3-29-21 5-18-21	K-5 Staff	Assemblies
CPI Training	Spring 2021	Staff	Workshop
Google Classroom & Clear Touch Board Training	September in-service	Staff	Workshop
Kami PDF Training	Spring 2021	Staff	Workshop

Student Training			
Bullying/Harassment Training	Throughout the year	Students K-5	Information/lessons from counselor and teachers; Health classes; Assembly with Grade 5.
Substance Abuse Training	Throughout the year	Students 1 <sup>st</sup> -5 <sup>th</sup>	Health classes
Violence and Vandalism Week Activities for students	Respect week 10/07/19-10/11/19; V&V week	Students and staff	Reading poems Writing songs Bulletin boards Announcement Class Posters Counselor presented in classrooms-see counselors' plans and teachers required student training worksheets.

E. T. Hamilton Annual Teacher Training			
Topic	Date	Participants	Method
<b>Staff Training</b>			
Anxiety Training	2/7/19	K-5 Staff	Workshop
Character Education Assemblies	10/25/19 12/06/19 03/13/20	K-5 Staff	Assemblies
CPI Training	Fall 2019	Staff	Workshop
Google Classroom	February in-service	Staff	Workshop
Reading Committee	Fall 2019 and	Staff	Presentations

	Spring 2020		
Science Training	Winter 2020	K-5 Teachers	Collaboration

**KRESSON ELEMENTARY SCHOOL**

**7 School Lane**

**2020 - 2021  
Annual Report**

**Stacey Morris  
Principal**

**Kresson School  
2020 - 2021 Annual Report  
Stacey Morris  
Principal**

<u>Grade</u>	<u>Enrollment</u> <u>Number of Students</u>	<u>Number of Classes</u>
K	41	2
1	55	3
2	64	3
3	62	3
4	84	4
5	63	3

<u>Programs</u>	<u>Special Needs</u> <u>Number of Students</u>
B.S.I.P. (Reading)	19
B.S.I.P. (Math)	19
Speech	49
Resource Room	23
Self-Contained	17
Enrichment Program	28

**School Programs**

<u>Programs</u>	<u>Grades Included</u>
Back-To-School Night (1)	K – 5 <sup>th</sup>
Instrumental Music Program	4 <sup>th</sup> – 5 <sup>th</sup>
Fun and Fitness Day	K – 5 <sup>th</sup>
Kindergarten Orientation	Kindergarten
Kindergarten Celebration Parade	Kindergarten
New Parent Orientation (1)	K – 5 <sup>th</sup>
Reading Incentive Program	K – 5 <sup>th</sup>
Fifth Grade "Promotion Day"	5 <sup>th</sup>
STEM Days	K – 5 <sup>th</sup>
Josh the Otter	K

**School Programs**

<u>Programs</u>	<u>Grades Included</u>
Spelling Bee	3 <sup>rd</sup> – 5 <sup>th</sup>
Math 24 Challenge	4 <sup>th</sup> – 5 <sup>th</sup>
Week of Respect	K – 5 <sup>th</sup>
Literacy and Math After School Enrichment	3 <sup>rd</sup> – 5 <sup>th</sup>
American Education Week	K- 5 <sup>th</sup>
Kresson Character Counts Education	K – 5 <sup>th</sup>



**School Assemblies - Virtual**

Welcome Back Virtual Assembly  
Halloween Safety - Voorhees Police  
Reading Incentive Assembly  
Kresson Character Counts Assemblies  
Author Assemblies

**Parent/Faculty Association Activities**

General Meetings (evening)  
Yearbook  
Welcome Back Staff Breakfast  
Staff Appreciation Luncheon  
Fifth Grade Promotion Activities  
Reading Incentive Program  
Student Artwork Project

**KPFA Fundraisers**

Holiday Shop  
Scholastic Book Fair  
Dining Out Events  
Spirit Wear  
Victorious Bandana Sale  
KidStuff Coupon Book Sale  
Rita's Water Ice

**KPFA Community Service Activities**

The Giving Tree  
Adopt-A-Family  
Alicia Rose Victorious Foundation

**Other Activities**

Beginning/Advanced Band  
Orchestra

**Number of Staff**

Certificated	42
Non-Certificated	26

<b>Kresson School Annual Required Training</b>			
<b>Topic</b>	<b>Date</b>	<b>Participants</b>	<b>Method</b>
<b>Staff Training</b>			
Substance Abuse Staff Training Alcohol, Tobacco, & Other Drugs	9/21/20  Throughout the year	All Staff	Faculty Meeting PowerPoint Review & Discussion
Bullying/Student Harassment Staff Training (HIB) Pupil Discipline/Code of Conduct	9/2/20, 9/21/20  Throughout the year	All Staff Volunteers	Staff Handbook PowerPoint District Website Faculty Meeting
Staff Harassment Training	9/21/20	All Staff	Faculty Meeting Power Point
Student Sexual Harassment	9/21/20	All Staff	Presentation GCN
Suicide Awareness, Prevention Training (and connection to HIB)	9/21/20  Throughout the year	All Staff	Faculty Meeting Review of District Policies/Procedures District Website PowerPoint GCN for New Staff
School Safety/Emergency Plan Training	9/2/20, 9/21/20  Throughout the year  8/28/20, 9/3/20, 4/28/21, 6/2/21  9/3/20, 11/12/20, 5/13/21	All Staff / Faculty Meetings  Crisis Team Meetings/PRT  School Safety Committee	Copies to all and reviewed at meetings. Introduced the Crisis Team and procedures.  Discussed emergency drills. Reviewed security plan and discussed HIB survey and school climate/school reopening plan.
Missing/Abused/Neglected Children Training	9/21/20, 10/26/20	All Staff	Faculty Meeting reviewed requirements and district policy.
Equal Educational Opportunity/Achievement Gap training	9/21/20	All Staff	Faculty Meeting PowerPoint
Blood Borne Pathogens	9/21/20	All Staff	Faculty Meeting

Asthma Training	9/21/20, 10/26/20	New Staff	PowerPoint Nurse Handouts GCN
Violence and Vandalism Week Activities for staff	10/26/20  Ongoing throughout the school year	Certified Teachers	Faculty Meeting Handouts Classroom lessons Assembly programs
Eye Protection	9/21/20	Designated staff and teachers as needed	Nurse individual instruction
Intervention and Referral	Throughout the year	RTI meetings	Principal reviewed policies / Reading Specialist gave individual instructions
School Nurse delegates for Epi-Pen	Throughout the year (4 times)	Delegates	Nurse Training
Expectations for Pupil Conduct	11/16/20 Throughout the year	All Staff	Faculty Meeting
Pupil Discipline Code of Conduct	11/16/20	All Staff	Faculty Meeting Power Point
Diabetes Awareness	12/14/20 Throughout the year	Nurse	Reviewed medical procedures
Gang Awareness Policy	12/14/20	All Staff	Faculty Meeting Power Point

<b>Student Training</b>			
Bullying/Harassment Training	Throughout the year	Students K - 5	Policies to all students/parents Health Lessons Guidance lessons Week of Respect Character Education Virtual Assemblies and Activities
Substance Abuse Training	Throughout the school year	Grades 1 -5	Health Curriculum
Violence and Vandalism Week Activities for students	Week of 10/19/20 – 10/23/20	All Students	Grade level presentations and activities by staff  Police Visit and Virtual Assembly on Halloween Safety/Crime Prevention

**OSAGE ELEMENTARY SCHOOL  
Somerdale Road**

**2020-2021  
Annual Report**

**Robert Cranmer  
Principal**

**Osage School  
Voorhees Township School District  
Robert Cranmer, Principal**

**Enrollment**

	Number of Students	Number of Classes
<b>K</b>	91	6
<b>1</b>	121	6
<b>2</b>	120	5
<b>3</b>	130	6
<b>4</b>	128	5
<b>5</b>	116	5
<b>Self-Contained</b>	4	1
<b>Total Students</b>	706	

<b>Special Needs Programs</b>	<b>Number of Students</b>
BSIP Literacy & Math	94
Speech	32
Resource Room	51
Inclusion	13
ESL	63
Special Education	
Autism	10
Specific Learning Disability	29
Other Health Impaired	17
Communication Impaired	13
Multiply Disabled	1
Emotionally Disturbed	2
Vision Impaired	0
Cognitively Impaired	0
Auditory Impaired	19

## School Programs

<b>Programs</b>	<b>Grades Included</b>
Kindergarten Orientation	Kindergarten
Back-to-School Night	All Grades
American Education Week	All Grades
Family Literacy Night	All Grades
Fifth Grade Parent/Student Promotion Ceremony	5
Kindergarten Promotion	Kindergarten
Parent Volunteer Appreciation Night	Parents
Homework Helpers	1-5
Literacy After School Clubs	4&5
Extended Day BSIP Program	3-5
New Parent Orientation	All Grades

## School Assemblies

Arithmetickles(virtual)	(All Grades)
Voorhees Rotary Club – Water Safety	(K & 1)
Talent Show	(All Grades)

## Parent/Faculty Organization Activities

Five General Meetings  
1 Assembly  
Staff Holiday Treats  
Staff Appreciation Week  
Fifth Grade Promotion Ceremony

**OPF Fundraisers**

T-Shirt Sale  
Gertrude Hawk  
Square 1 Art  
School Book Fair  
Pretzel Sales  
General Mills Box Tops  
Rita's Water Ice Nights  
McDonald's Booster  
Wendy's Booster

**OPF Community Service Activities**

Holiday Donations  
Food Drive

**Other Activities**

Beginning/Advanced Band  
Homework Helpers

**Number of Staff**

Certificated - 55  
Certificated Part-Time or Shared - 3  
Non-Certified - 14



Osage School Annual Required Training			
Topic	Date	Participants	Method
Staff Training			
Substance Abuse Staff Training Alcohol, Tobacco and other Drugs	September 21, 2020	All Staff	Faculty Meeting – Reviewed Policy Power Point Presentation
Harassment, Intimidation, and Bullying Staff Training & Pupil Discipline/Code of Conduct	September 2, 2020, September 21, 2020, Throughout the year	All Staff	Faculty Meeting, Staff Handbook, District Website, PowerPoint Presentation
Staff Harassment Training	September 21, 2020	All Staff	Faculty Meeting – Reviewed Policy Power Point Presentation, GCN Presentation
Sexual Harassment  Student Sexual Harassment	September 21, 2020  September 21, 2020	All Staff	Faculty Meeting – Reviewed Policy Power Point Presentation
Suicide Awareness and Prevention	September 21, 2020 Throughout the year	All Staff	Faculty Meeting – Reviewed Policy Power Point Presentation GCN for New Staff
School Safety/Emergency Plan Training	September 2 & 3, 2020 September 21, 2020 Throughout the year  9/2/20, 9/3/20, 11/10/20, 5/13/21	All Staff   Crisis Team Meetings and School Safety Committee	Plan provided to staff in September as part of the Faculty Handbook and then reviewed throughout the year at faculty and grade level meetings. Drills were practiced on a regular basis.  Discussed emergency drills. Reviewed security plan and discussed HIB survey and school climate

Missing/Abused/Neglected Children Training	September 21, 2020 October 26, 2020	All Staff	Faculty Meeting – Reviewed Policy Staff Handbook
Equal Educational Opportunity/Achievement Gap training	September 21, 2020	Certified Teachers	Faculty Meeting – Reviewed Policy Power Point Presentation, Grade Level Meetings focus on Student Achievement.
Blood Borne Pathogens	September 21, 2020	All Staff New Staff –	Faculty Meeting – Power Point Presentation New Staff - GCN
Violence and Vandalism Week Activities for staff	Faculty Meeting October 26, 2020 Ongoing throughout the year	Certified Teachers	Faculty Meeting
Asthma Training	September 21, 2020 October 26, 2020	All Staff	Presentation and Printed Materials provided by Susan Guerin New Staff - GCN
Epi-Pen Training	Throughout Year	Designated Staff and teachers as needed	Nurse, Sue Guerin, provided individual instruction
Eye Protection	Throughout Year  September 21, 2020	Designated Staff and teachers as needed  All Staff	Nurse instruction  Faculty Meeting
Intervention and Referral	Throughout Year	RTI Meetings	Principal/Assistant Principal/ Counselor provide instruction
Expectations for Pupil Conduct	11/16/20	All Staff	Faculty Meeting

Pupil Discipline Code of Conduct	11/16/20	All Staff	Faculty Meeting Power Point
Diabetes Awareness	12/14/20 Throughout Year	Nurse	Reviewed medical procedures
Gang Awareness Policy	12/14/20	All Staff	Faculty Meeting Power Point
<b>Student Training</b>			
Harassment, Intimidation, Bullying Training	Through-out school year Guidance Lessons	All Students	Maura Abate conducted lessons and provided materials for students
	Week of Respect Activities  Health Lessons	Grades 1-5	Character education assemblies and activities
Substance Abuse Training	Throughout Year	Grades 1-5	Health Curriculum
Violence and Vandalism Week Activities for students	Week of October 19, 2020 (10/19/20-10/23/20)	All Students	Teachers implemented lessons and activities  Police Visit on Halloween Safety/Crime Prevention

**Signal Hill School**

**Signal Hill Drive**

**2020 - 2021  
Annual Report**

**Sharon R. Stallings  
Principal**

## Signal Hill School

### Enrollment June 2020

Grade	Number of Students	Number of Classes
Pre School Disabled (half day)	0	0
Pre School Disabled (full day)	18	2
Pre School Included	46	3
Kindergarten	48	3
1	69	3
2	70	4
3	76	3
4	67	3
5	67	3
Multiply Disabled	0	0
Homebound	0	
<b>Total</b>	<b>461</b>	

Programs	Number of Students
B.S.I.P. (Kindergarten)	0
B.S.I.P. (Reading/Language only)	13
B.S.I.P. (Math only)	13
B.S.I.P. (Reading & Math)	74
Speech (K-5)	69
Speech (Preschool)	42
Resource Centers	52
In Class Support	25
Multiply Disabled	0
Pre School Disabled (half day)	2
Pre School Disabled (full time)	18
Pre School Included (ages 3 and 4)	46
English as a Second Language	17
Enrichment Program (3-5)	26
Enrichment Program Sparks (K-2)	19
Math Sparks	48

## School Programs

<b>Programs</b>	<b>Grades Included</b>
Husky PRIDE Character Education Program	All
Virtual Back-to-School Night	PS, K-5
Fire Prevention Week Visit	K-1
School Violence Prevention Week Activities	All
American Education Week Visitation	All
Virtual Presidential and First Ladies Guess Who presented by 4 <sup>th</sup> grade	1
Lunches from the Heart ( <i>Canceled due to COVID 19</i> )	K-5
Art Show( <i>Canceled due to COVID 19</i> )	K-5
Music Concert ( <i>Canceled due to COVID 19</i> )	2-3
Music Concert ( <i>Canceled due to COVID 19</i> )	4-5
Instrumental Concert ( <i>Canceled due to COVID 19</i> )	Bands/Orchestra
Virtual Fun and Fitness Day	1-5
STEAM Day ( <i>Canceled due to COVID 19</i> )	All
Author in Residence ( <i>Authored Canceled</i> )	1-5
Math Day ( <i>Canceled due to COVID 19</i> )	All
Outdoor Fifth Grade Promotion	5
Around the World Two Day International Studies	All
Rotary Club Dictionary Donation Modified Presentation	3
Rotary Club “Josh the Otter” Water Safety ( <i>Canceled due to COVID 19</i> )	K

### Virtual Co-Curricular Activities

Safety Patrol	Grades 4 and 5
Beginner and Advanced Bands	Grades 4 and 5
String Orchestra	Grades 4 and 5
Guidance - Banana Splits	Grades 1 thru 5
Guidance - Kool Kids	Grades 1 thru 5
Guidance - Taking Charge	Grades 1 thru 5
Computer Club	Various Students
Husky Service Team	Grades 3 thru 5
Husky Welcome Committee	Grade 5

### Virtual After School Activities

Language Arts Club	Grades 3, 4, 5
Math Club	Grades 3, 4, 5

### **School Assemblies**

Virtual Husky PRIDE Assemblies held throughout the year  
Fire Safety – Voorhees Twp. Fire Department - (*Canceled due to COVID 19*)  
Respect/Anti-Bully Virtual Assembly  
VTEA Pep Rally (*Canceled due to COVID 19*)  
\*Mad Science STEAM Day Assembly (Canceled due to COVID 19)  
5<sup>th</sup> Grade Promotion Luncheon Assembly (Canceled due to COVID 19)  
\*Assemblies provided by Signal Hill Parent Faculty Association

### **Signal Hill Parent/Faculty Association Activities**

General Meetings  
Various Dining Out Fundraisers  
Virtual and Other Book Fair  
Holiday Shop (*Canceled due to COVID 19*)  
School Store (*Canceled due to COVID 19*)  
Signal Hill Spirit Wear Fundraiser  
Staff Appreciation Week Daily Treats  
Yearbook Sale  
Back to School Supply Kit Fundraiser  
Teacher Cookie Exchange (*Canceled due to COVID 19*)  
Virtual Fifth Grade Promotion and Summer Picnic Event Activities  
Community Service Projects: (*Canceled due to COVID 19*)  
    Thanksgiving Family Food Drive, The Giving Tree, MLK Day of Service

### **Special Service Programs/Projects**

State of New Jersey - Department of Children and Families - DCPP - Gift Card Donations  
Husky Service Team Projects – Animal Welfare Association Supply Drive, Philadelphia  
    (*Canceled due to COVID 19*)  
    Veteran’s Hospital Supply Drive, Book Smiles Book Drive, Lions Club Eyeglass  
    (*Canceled due to COVID 19*)  
    Drive, Sing-A-Long at local nursing homes, Alicia Rose Victorious Foundation  
    (*Canceled due to COVID 19*)

**Number of Staff**

Certificated:

Full Time at Signal Hill	46
Shared with other schools	3

Non-Certificated:

Support Staff (office, maintenance, cafeteria)	10
Instructional Associates	13

**Signal Hill School Recognition/Awards**

*New Jersey School of Character Award through Character.org and The New Jersey Alliance for Social, Emotional and Character Development (NJASECD) presented our school with an award. Signal Hill School was recognized for an exemplary level of achievement for its implementation of the Eleven Principles of Effective Character Education, helping to form good character in our students. The New Jersey State School of Character Award is from 2019 – 2023.*

<b>Signal Hill School Annual Required Training</b>			
Topic	Date	Participants	Method
<b>Staff Training</b>			
School Safety/Emergency Plan Training (Virtual)	9/2/20, 9/21/20, 10/29/20, 12/14/20, 3/23/21, 4/19/21	All Staff	Plans distributed to all staff and substitutes in September/October in individual mailboxes and remotely. Plans reviewed and discussed with all staff at Virtual and other Faculty Meetings, ongoing drills.
Student Code of Conduct	9/2/20, 9/16/20, 10/29/20, 12/14/20	All Staff	Presentation, review and discussions of Code at Virtual Faculty Meetings/Memos
Violence and Vandalism Week Activities for staff	10/19/20 – 10/23/20	All Staff	Presentation at Faculty Meeting online resources and assemblies
Blood Borne Pathogens	9/2/20 –	All Staff	Online training – GCN



	10/15/20		Faculty Meeting Overview
Asthma, Diabetes Training	9/2/20 – 10/15/20	All Staff	School Nurse presentation and On line training by GCN
Bullying/Harassment Training	9/2/20 – 10/15/20	All Staff	Guidance Counselor Presentation and On line training by GCN. Review of Policy 5512.
Substance Abuse Staff Training	9/2/20 – 10/15/20	All Staff	On line training by GCN. Review of Policy 5530.
Missing/Abused/Neglected Children Training	9/2/20 – 10/15/20	All Staff All Volunteers	Online training by GCN/Library/Media Specialist. Review of Policy 8462. – PP presentation
Staff Affirmative /Achievement Gap/Action/Harassment Training	9/2/20 – 10/15/20	All Staff	On line training by GCN. Review of Policy 2260.
Eye Protection Training	9/2/20	All Staff	School Nurse Presentation at Faculty Meeting. Review Policy #7432.
Sexual Harassment Students	9/2/20	All Staff	Power Point Presentation and Review of Policy 5741
Response to Intervention Training	9/16/20	All Staff	Presentation at Faculty Meeting. Review of Policy and Staff Handbook Guidelines.
Suicide Prevention Review	9/16/20	All Staff	Policy 5350 reviewed at Faculty Meeting

Student Training			
Violence and Vandalism Week Activities for students	10/19/20 – 10/23/20	All Students K-5	Classroom lessons as outlined in NJDOE Guidelines
Bullying/Harassment Training	10/19/20 – 10/23/20	Classroom K-5	Classroom lessons/Assembly
Bullying/Harassment Training	10/19/20 – 10/23/20	Assembly for all students K-5	Husky Pride Assembly
Substance Abuse Training	ongoing	Students Grades 1-5	Class instruction by Health Teachers

**VOORHEES MIDDLE SCHOOL**

**Holly Oak Drive**

**2020-2021  
Annual Report**

**Kristine Calabria, Principal  
Caitlin Holloway, 6<sup>th</sup> grade, Assistant Principal  
Idalis Kizee, 7th grade, Assistant Principal  
Russel Winsett, 8th grade, Assistant Principal**

**Voorhees Middle School**  
**Holly Oak Drive**  
 Kristine Calabria, Principal  
 Caitlin Holloway, 6<sup>th</sup> grade, Assistant Principal  
 Idalis Kizee, 7<sup>th</sup> grade, Assistant Principal  
 Russel Winsett, 8<sup>th</sup> grade, Assistant Principal

**2020-2021  
 Enrollment**

Grade	Number of Students	Number of Classes
6	340	15
7	336	15
8	348	16

**Special Needs**

<b>Programs</b>	<b>Number of Students</b>
B.S.I.P	94
Speech	16
Resource Center	136
Self-Contained Special Ed.	13
English as Second Language	15

**School Programs**

<b>Programs</b>	<b>Grades Included</b>
6 <sup>th</sup> Grade Orientation Video	6
Back-to-School Nights	6-8
Drama production	6-8
<b>School Clubs</b>	<b>6-8</b>
Student Yearbook	6-8
Drama Club	6-8
Running Club	6-8
Student Council	6-8
Voorhees Viking Volunteers	6-8
Science Olympiad	6-8
School Newspaper	6-8
Reflections Magazine	6-8
Computer Club	6-8

Environmental Science	6-8
Free To Be Club	6-8
Viking Shop	6-8
Adopt-a-Grandparent	6-8
Intramurals	6
Odyssey of the Mind	6-8
S.P.O.R.T.	6-8
School Bands	6-8
Stage Crew	6-8
School Chorus	6-8
Chess Club	6-8
String Orchestra	6-8
Technology Club	6-8
Trail Blazers	6-8
Homework Club	6-8

**Parent/Faculty Organization Activities**

Assist with school pictures  
 BJ 's Membership Program  
 Parent volunteers in the school  
 Spirit Wear Sale

**Number of Staff**

Certificated	97
Non-Certificated	14

Voorhees Middle School Annual Required Training			
Topic	Date	Participants	Method
Staff Training			
Substance Abuse Staff Training	September 2020	All Staff	Faculty Meeting
Bullying/Student Harassment Staff Training	September 2020	All Staff	Faculty Meeting PowerPoint Presentation
Suicide Prevention	September 2020	All Staff	Faculty Meeting
School Safety/Emergency Plan Training	Monthly Training throughout the 2020-2021 school year.	All Staff	Plan provided to staff in September as part of the Faculty Handbook and then reviewed 1 time per month during faculty meetings. Drills were practiced on a regular basis.
Missing/Abused/Neglected Children Training	September 2020	All Staff	Faculty Meeting
Equal Educational Opportunity/Achievement Gap training	Weekly During Team Meetings	Certified Teachers	Team Meetings focus on Student Achievement.
	Faculty Meetings	All Certified Staff	Focus of Faculty Meeting on Improved Instruction to meet the academic needs of all students Assessment Data
Blood Borne Pathogens	September 2020	All Staff	Faculty Meeting

Pandemic Response Team	September-June 2020-2021	Certified Teachers & Staff	Meetings
Asthma Training	September 2020	All Staff	Faculty Meeting PowerPoint Presentation
Epi-Pen Training	6 Sessions throughout the 2020-21 school year	Designated Staff: Staff Delegates	Marissa DelPalazzo and Taylor Dansky & Stefany Emerson provided individual instruction
Eye Protection Training	September 2020	New staff	PowerPoint Presentation
Cyber Security & Password Security Training	February 2020	All Staff	Shari Kauffman provided training
<b>Student Training</b>			
Bullying/Harassment Training	Through-out school year Health lessons, Assemblies	All Students	Guidance Counselors conducted lessons and provided materials for students Shari Kauffman provided training on Digital Citizenship
Substance Abuse Training	Health Education	Grades 6-8	1 Cycle of 6 weeks Health Lessons for all students

**COMMUNITY EDUCATION AND RECREATION**

**C/O Voorhees Middle School  
1000 Holly Oak Drive**

**2020 - 2021  
Annual Report**

**Michael Redfearn, Coordinator**

**COMMUNITY EDUCATION AND RECREATION**  
**Michael Redfearn, Coordinator**  
**JULY 01, 2020 – JUNE 30, 2021**

Community Education-Recreation (CER) has been in existence for the past 38 years. It is one of the still existing original programs in the state of New Jersey. It has grown to encompass many services and programs both to the school and the community. Voorhees CER was one of the very first Child Care Programs in the State of New Jersey and served as a model for many area schools. Financially self-sustaining CER requires no assistance from local, state or federal governmental sources.

Michael Redfearn, Coordinator of CER, has helped to maintain and expand the stature of the program in the community. CER prides itself as being an essential bridge between the school district and the community. Operating daily from 7am to 10pm providing services such as Before and After School Child Care, Extended Full Day Kindergarten Option and rental/usage of our district facilities to residents and local sports/athletic organizations. Under Michael Redfearn’s leadership, a successful Saturday Enrichment Program was initiated and a very successful Kindergarten CER program (KCER) was also implemented. These programs continue to grow in popularity with our families.

CER manages, staffs and maintains a nine hundred seat performing arts center located at the Voorhees Middle School. Manages and staffs all school buildings on weekends providing our youth with indoor practice/game space and the community with meeting space. CER also works closely with all PFA groups providing them with meeting space and fundraising opportunities that utilize our schools and the VMS Theater. In the Spring of 2019, CER entered into a movie license agreement that will provide our parent organizations the ability to utilize "Movie Nights" at no cost to them.

Due to Covid -19 CER was forced to cancel many of its annual programs. Additionally, our School Age Care and kindergarten registrations were significantly lower than previous years.

CER is an integral component of the Voorhees Township School District. CER works closely with the community (township sports and recreation, police, fire and various other!

**CER Tennis Program**

2 terms - Fall 2020 and Spring 2021 – Adult & Children

Participants 74

**K-CER 2020-2021**

Signal Hill	21
Kresson	19
ETH	22
Osage	8



School Age Care Program – 2020-2021

Number of participants:

E. T. Hamilton	17
Osage	14
Kresson	9
Signal Hill	26

Summer Programs - Canceled

Saturday Spectacular- Canceled

School/theater use by civic, service, social, cultural, business, and professional groups:  
5 permits.

**PUBLIC INFORMATION OFFICE**

**2020-2021 Annual Report**

**Susan Donnelly, Supervisor of Special Projects**

**PUBLIC INFORMATION OFFICE**  
**2020-2021**  
**Susan Donnelly, Supervisor of Special Projects**

**Publications** (Includes: gathering information, writing, editing, layout and distribution.)

- Kindergarten On-line brochure
- Emergency letters and flyers to all parents (such as security issues, delayed openings etc.)
- Annual Report: compiled and edited the annual report of the district's progress in 2020-2021 and presented it to the Board of Education at its August meeting.
- Mobile App: maintain and publish events and news.
- Social Media – Maintain District Facebook Page highlighting the District.

**Writing and Editing**

- Press Releases that either invited media to cover an event or reported on an event with photograph and story. (Included coordination, gathering information, trips to schools to photographs, writing, e-mail.)
- Writing copy for district-wide publications, except Annual Report
- Annual Report – Staff recognition, Affirmative Action report, Public Information Office report
- District web site – update content daily/weekly as needed: Announcements, News & Events, Calendar, Information, Frequently Asked Questions.
- Letters to Key Communicators and Parent/Faculty Associations

**Media Relations**

- Inviting media to cover school activities.
- Serving as District Spokesperson
- Directing Media to Topics for Feature Stories

**Web Site Use and Maintenance**

- Developed, planned, and coordinated all activities associated with website.
- Ongoing training of Technology Staff and district staff on Blackboard
- Work with department staff to create and update specific information.
- Update all timely data from Information Guide in summer (including calendar)
- Make changes to calendars as needed.
- Publish photos and news of district activities and events.
- Add Pertinent Information to Website as needed
- Post all school delayed openings and closing (remotely as needed 24 hours a day)
- Coordinate all district website development and implementation.
- Virtual Backpack for District and Community-wide notices

**Calendar**

- Gathered and organized all district/school events.

- Created and updated District/School website calendars, monthly calendar distributed to all students, posted to website.

### **School Communication System**

- Kept consistent email and phone call communications regarding food service during remote learning.
- Updated teachers, staff and parents in response to remote learning updates.
- Manage and maintain the Emergency Communication System (School Messenger and Blackboard) that allows for immediate or future mass phone or e-mail messaging.
- Train building administrators and secretaries on Blackboard and Mass Communication
- Send a regular E-News from the district to all parents with up-to-date district/community information.
- Sends special weather or emergency notifications to staff and parents as needed on call 24 hours/7days week.

### **Special Projects (as needed)**

- Reporting to top administration on social and political pulse of the community, as well as its attitude toward the school district
- Open communication with Key Communicators, community leaders; plan, organize and attend meetings throughout the year between community leaders and the Administrative Staff.
- Organize and plan for staff recognitions including retirement signs and video of retirees.
- Create data base of all PFA officers for 2019-2020 and share with superintendent and assistant superintendents.
- Assisting district staff members with public relations, media publications and special events
- Maintain and manage Parent Notification System adopted for all schools and staff that allows for “instant” telephone communication in case of emergencies or for other school/district related needs.
- Coordinated Central Registration for Kindergarten
- Created Central Registration during remote learning as buildings had limited access.
- Coordinate District Health Services
- Coordinate District Attendance/Residency procedures
- District Anti-Bullying Coordinator
- Appointed District School Safety Specialist as required by the State Department of Education

**AFFIRMATIVE ACTION OFFICE**

**2020 – 2021 - Annual Report**

**Susan Donnelly - Affirmative Action Officer**

**Affirmative Action Office**  
**Susan Donnelly, Affirmative Action Officer**

**District Anti-Bullying Coordinator**

**Responsibilities:**

- Responsible for coordinating and strengthening the school district's policies to prevent, identify, and address harassment, intimidation, or bullying of pupils.
- Collaborate with school Anti-Bullying Specialists in the district, the Board of Education, and the Superintendent to prevent, identify, and respond to harassment, intimidation, or bullying of pupils in the district.
- Provide data, in collaboration with the Superintendent, to the Department of Education regarding harassment, intimidation, or bullying of pupils.
- Execute such other duties related to school harassment, intimidation, or bullying as requested by the Superintendent.
- Meet at least twice a school year with the school Anti-Bullying Specialist(s) to discuss and strengthen procedures and policies to prevent, identify, and address harassment, intimidation, and bullying in the district.
- Coordinate requested hearings before the Board of Education.
- Conducted special investigations as needed (Out of District placement, parent request)

**Staff Training 2020-2021**

State law requires that every staff member receive annual Affirmative Action Training. In compliance with this requirement, the AAO:

- Training tutorial was required of all staff during December and January (GCN).
- Verification of completion is maintained.
- In addition, the AAO ensured that all student teachers, CER employees, and substitutes receive AA training.
- Coordinated and planned CPR/First Aid/AED training for district staff

**Investigations**

The Affirmative Action Officer investigated complaints/incidents regarding discrimination/sexual harassment between students and or staff members. Cases and details are on file in the AAO.

## Staff Recognition

*In early June of 2021, all staff received a request for information about any honor or recognition received, graduate degree achieved, or public office held outside the Voorhees School district in the 2020-2021 school year. The Public Information Office received the following responses:*

**Barbara Andrew, Reading Specialist, Kresson**

Google Certified Educator, Level 1

**Stacey Fulton, Librarian, Voorhees Middle School**

Served on the Scholastic Customer Advisory Board

Selected by Bookelicious to pilot their new website platform, Bookelicious was started by Leanne Borders, whose husband founded Borders Books. VMS was one of only three middle schools selected nationally to participate in the Beta of the website.

**Tatiana Gomez, Instructional Associate, Kresson**

Boot Camp Campus Engineering, Marketing – Columbia University

**Helen Haley, School Business Administrator**

Recipient of the Voorhees Breakfast Rotary 2020 Voorhees Community Service Award

**Melissa Illiano, Teacher, Voorhees Middle School**

Certificate of Instruction in Social-Emotional Learning and Character Development

**Maureen Loutzenhiser, Teacher, Osage**

Completed NJEA Teacher Leadership Academy and earned Teacher Leader Endorsement to State of NJ Teacher Certificate

**Mark Mignone, Supervisor of Buildings and Grounds**

1<sup>st</sup> Recipient of the Voorhees Breakfast Rotary Club's Community Hero Award

**Tracey Rossi, Teacher, Kresson**

Google Certified Educator, Level 1

**Appendix A**

**Retirees & 25 Year Service Award Recipients**

**2020-2021**



**Retirees**

**Edmund Brandhorst  
Marc DelRossi  
Virginia Eggleston  
Constance Ginion  
Elaine Hill  
Stacey Jansen  
Patricia Kramer  
Daniel Mattie  
Christine Miller  
Carole Paulus  
Donna Peterson  
Mark Roberto  
Rea Snyder  
Asha Verma  
Debra Volpe-Hines  
Leigh Zelenski**

**25 Year Service Award Recipients**

**Dawn Danley  
Rick Behler  
Eileen Penman  
Sandy Rocco**