

NUTLEY PUBLIC SCHOOLS  
Nutley, New Jersey

FIVE-YEAR PLAN

CURRICULUM DEVELOPMENT AND EDUCATIONAL SERVICES

The long-range plan containing the five-year prescribed schedule of activities is developed by a consortium of faculty, administrators, parents, students, community representatives and Board of Education members. Our priorities development process and plan(s)-of-action prepared for the New Jersey State Department of Education assure a mandatory, cyclical, and comprehensive review of the entire educational program. These are effected pursuant to local procedures for curriculum and educational services development. The flexible planning guide is updated annually in order to assess its progress and timeliness for all future program implementation. The Priorities Committee of the Board of Education annually reviews all tentative considerations for effecting educational priorities for each upcoming school year. A thorough review of the Superintendent's Advisory Report (teacher-developed recommendations), administrative input, community and parental concerns and Board considerations, is undertaken at that time. Plans are developed via evaluation of the continuing priorities to systematically review all previous years' curricula development after their adoption(s) by the Board of Education. Each year's Local District Planning Model's analysis of results, and their implications, articulation meeting reviews, and reports developed from the district's continuing priorities culminate each program.

NUTLEY BOARD OF EDUCATION  
375 BLOOMFIELD AVENUE  
NUTLEY, NEW JERSEY

1993/1994 Priorities

CONTINUING PRIORITIES

- . The implementation of the K-8 mathematics education curriculum
- . The implementation of the Franklin school science education curriculum
- . The development of the K-12 critical thinking skills faculty inservice program
- . The implementation of the K-6 spelling text series
- . Review and interpret the results of the 1992/1993 State Proficiency Testing Program (Early-Warning, HSPT 9, and Due-Notice 11, tests)
- . The implementation of the Spanish and Italian language text series
- . The development of the K-12 chemical health education faculty inservice program

NEW PRIORITIES

- . Review the K-8 Nutley Mathematics Achievement Tests and make appropriate recommendation for improvement
- . Review the high school English I and II curriculum programs and make appropriate recommendations for improvement
- . Review the industrial arts technology curriculum and make appropriate recommendations for improvement

OTHER IMPORTANT CURRICULUM RELATED ITEMS

- . The development of the state-mandated Pupil Assistance Committee (PAC) program
- . Inservice training for K-12 faculty in computer education development
- . A review of third grade grouping practices
- . Inservice training in calculator technology education for elementary school faculty
- . A review of textbook materials for the Latin and French language programs
- . Review the library facilities in the high school and make appropriate recommendations for improvement
- . Inservice training for K-12 faculty in mathematics education (IKE grant)
- . A review of the high school eight-period daily class schedule
- . The development of the Instructional Theory into Practice (ITIP) inservice program
- . A review of the district-wide standardized achievement testing program
- . A review of the College Entrance Examination Board testing program

NUTLEY PUBLIC SCHOOLS  
Nutley, New Jersey

FIVE-YEAR PLAN: CURRICULUM DEVELOPMENT AND EDUCATIONAL SERVICES

School Year 1991/92	School Year 1992/93	School Year 1993/94	School Year 1994/95	School Year 1995/96
Music Curriculum K-12	Mathematics Curriculum K-8 Faculty Inservice: Math Education	Industrial Arts Technology Curriculum 7-12	Social Studies Curriculum K-8	Reading Curriculum K-8
Geography Assessment Program - Grade 6		Family Life Education	Special Education Curriculum K-12	Health Education Curriculum K-8
Physical Education K-8	Nutley Achievement Test Review: Reading, Writing	Review the Districtwide Standardized Achievement Testing Program	Language Arts Curriculum K-8	Science Curriculum K-6
Library Skills Program K-12	Science Education Curriculum (Middle School) Faculty Inservice: Science K-6 Kindergarten Program 7th Grade Writing Spelling Textbook Review	Review English I and II Offerings (High School)  Review the K-8 Compositional Writing Skills Program  Pupil Assistance Committee (PAC) Nutley Achievement Test - Math	Chemical Health Education Curriculum K-12  Review English III and IV Offerings (High School)  Computer Education Curriculum K-8	
Social Studies: Nutley Town	-----			
Instructional Theory Into Practice (ITIP)	-----			
Critical Thinking Skills Development	-----			
High School Middle States Evaluation Review	-----			
Chemical Health Education Inservice Development	-----			
Inservice for Computer Education	-----			
NJSDOE Proficiency Testing Development	-----			
Affirmative Action Inservice Development	-----			

The Five-Year-Plan will be effected pursuant to district procedures for curriculum and educational services development. Each study culminates in a Board of Education review/adoption/approval. This flexible planning guide will be updated annually in order to assess its progress and timelines for all future program development.

SCHOOL Nutley High School  
 YEAR 1993/1994

## NUTLEY SCHOOL DISTRICT

## SCHOOL ACTION PLAN

Objective: At least 70% of the students entering Grade 9 in September 1993, who scored below the State school standard for Grade 8 in mathematics, will demonstrate attainment of the Grade 9 standards on a locally administered retest by June 1994.

ACTIVITIES	STAFF	TIMELINES	EVALUATION CRITERIA/DOCUMENTATION
1. Meet with Math Teachers - grades 9-12	Principal, Math Coordinator, Teachers	9/93 - 6/94	Faculty, department, and Basic Skills meeting agendas
2. Analysis of 1993 EWT results for incoming 9th graders	Coordinator, Teachers	9/93 - 10/93	Department and grade-level meetings
3. Based on the results of the 1993 EWT pre-test, establish emphasis on selected proficiencies in need of improvement	Coordinator, Teachers	10/93	Completed lists(s) of areas deemed deficient
4. Review skills arrays for the math section of the EWT	Coordinator, Teachers	10/93	EWT; NJSDOE materials
5. Employ teaching strategies, activities, skills sheets, drills and problem-solving techniques to address selected areas	Teachers	11/93 - 4/94	Compendium of activities, skills sheets, and critical thinking strategies for the teacher
6. Administration of EWT (9)	Teachers	4/94	EWT
7. Analyze EWT data	Teachers	6/94	Preliminary data report
8. Prepare Action Plan assessment report	Principal	7/94	School report on the achievement of objective

## NUTLEY SCHOOL DISTRICT

## SCHOOL ACTION PLAN

Objective: At least 70% of the students enrolled in the new KEYBOARDING/COMPUTER APPLICATIONS course, will demonstrate keyboarding/computer applications proficiency and will achieve a score of 70% on a locally administered criterion referenced exam in June, 1994.

ACTIVITIES	STAFF	TIMELINES	EVALUATION CRITERIA/DOCUMENTATION
1. Meet with Business Teachers, Business Department Chair	Principal, Business Chair, Teachers	9/93 - 6/94	Faculty, whole department, and teachers of keyboarding/computer applications meeting(s) agendas
2. Review of the new curricula as the framework for developing a year-end assessment instrument	Teachers of keyboarding, Chair	9/93	Agenda(s) for Business department and subject teacher meetings
3. Proficiencies reviewed for keyboarding, word-processing and spread-sheet instructional units of instruction	Teachers, Chair	9/93	List of course proficiencies for keyboarding/computer applications
4. Employment of teaching strategies, mastery learning techniques, and skills exercises to address the various components of word-processing, keyboarding and spread-sheet elements of the curriculum	Teachers	9/93 - 6/94	Exercise activities, drills, timed-tests
5. Development of related marking period tests (4) and the final assessment exam for enrolled students	Teachers	9/93 - 6/94	Bench mark level tests (4), and final exam
6. Administration of final exam	Teachers	6/94	Final exam
7. Prepare Action Plan report	Principal	6/94	School report on the achievement of objective

SCHOOL Franklin  
 YEAR 1993/1994

**NUTLEY SCHOOL DISTRICT  
 SCHOOL ACTION PLAN**

**Objective:** By June 1994, at least 70% of the students in grades one-through-eight (1-8) will achieve a score of 70% or above, in the areas of reading, math, and writing on the locally administered, criterion referenced, Nutley Achievement Tests.

ACTIVITIES	STAFF	TIMELINES	EVALUATION CRITERIA/DOCUMENTATION
1. Meet with grade 1-8 Teachers	Principal, English/Math Coordinators, Teachers	9/93 - 6/94	Faculty and department meeting agendas
2. Analyze district test results and grade level curriculum in 1-8 Math/English	Principal, Teachers, Coordinators	9/93	Monthly grade level meeting
3. Analyze appropriate skill areas in the 1-8 curriculum	Teachers	9/93 - 10/93	Grade level teacher monitoring of class activities for congruence with related skill development in reading, writing, math
4. Skill development exercises utilized in class and home-work activities	Teachers	10/93 - 4/94	Teacher monitoring of class work in reading, math, and writing. Lesson plans reflect teacher-made tests on same.
5. Administration of Nutley Achievement Tests	Teachers	5/10, 5/11, 5/25, 5/26	Nutley Achievement Tests (reading, writing, math)
6. Analyze NAT data	Principal, English/Math Coordinators, Teachers	6/94	Preliminary data report
7. Prepare Action Plan assessment report	Principal	6/94	School report on the achievement of objective

SCHOOL Franklin School  
 YEAR 1993/1994

**NUTLEY SCHOOL DISTRICT  
 SCHOOL ACTION PLAN**

Objective: By June 1994, 70% of the students enrolled in the new (completed June 1993), grades 7-8 science education curriculum will have achieved a composite passing grade score of 70%.

ACTIVITIES	STAFF	TIMELINES	EVALUATION CRITERIA/DOCUMENTATION
1. Meet with 7-8 grade Science Teachers, Science Coordinator	Principal, Teachers, Science Coordinator	9/93 - 6/94	Department and grade level science meeting agendas
2. Review of the science curriculum, and course objectives	Teachers, Science Coordinator	9/93	Science department meetings. Grade level meetings for 7-8 science faculty.
3. Review skills arrays and course proficiencies	Teachers, Science Coordinator	10/93	Science curriculum
4. Employment of teaching strategies to address each course objective with mastery assessment at selected time frames	Teachers	9/93 - 6/94	Activities, quizzes
5. Development of related marking period tests (4) and the final exam	Teachers	9/93 - 6/94	Benchmark cycle tests; final exam
6. Administration of final exam	Teachers	6/94	Final exam
7. Prepare Action Plan assessment report	Principal	6/94	School report on the achievement of objective

SCHOOL LINCOLN  
 YEAR 1993/1994

NUTLEY SCHOOL DISTRICT  
 SCHOOL ACTION PLAN

Objective: By June 1994, at least 70% of the students in grades one-through-eight (1-8) will achieve a score of 70% or above, in the areas of reading, math, and writing on the locally administered, criterion referenced, Nutley Achievement Tests.

ACTIVITIES	STAFF	TIMELINES	EVALUATION CRITERIA/DOCUMENTATION
1. Meet with grade 1-8 Teachers	Principal, English/Math Coordinators, Teachers	9/93 - 6/94	Faculty and department meeting agendas
2. Analyze district test results and grade level curriculum in 1-8 Math/English	Principal, Teachers, Coordinators	9/93	Monthly grade level meeting
3. Analyze appropriate skill areas in the 1-8 curriculum	Teachers	9/93 - 10/93	Grade level teacher monitoring of class activities for congruence with related skill development in reading, writing, math
4. Skill development exercises utilized in class and home-work activities	Teachers	10/93 - 4/94	Teacher monitoring of class work in reading, math, and writing. Lesson plans reflect teacher-made tests on same.
5. Administration of Nutley Achievement Tests	Teachers	5/10, 5/11, 5/25, 5/26	Nutley Achievement Tests (reading, writing, math)
6. Analyze NAT data	Principal, English/Math Coordinators, Teachers	6/94	Preliminary data report
7. Prepare Action Plan assessment report	Principal	6/94	School report on the achievement of objective



SCHOOL LINCOLN  
 YEAR 1993/1994

**NUTLEY SCHOOL DISTRICT  
 SCHOOL ACTION PLAN**

**OBJECTIVE:** By June 1994, at least 70% of the students in grades one-through-six (1-6) will achieve a national percentile score of 70% or above on the Iowa Tests of Basic Skills in language arts (capitalization, punctuation, usage and expression).

ACTIVITIES	STAFF	TIMELINES	EVALUATION CRITERIA/DOCUMENTATION
1. Meet with teachers, grades 1-6	Principal, teachers	9/93 - 6/94	Faculty and grade level meeting agendas
2. Review district's results of ITBS and grade level curricula, grades 1-6	Principal, teachers	9/93	Monthly faculty meeting
3. Analyze appropriate skill areas in grades 1-6 curricula	Teachers	9/93 - 10/93	Grade chairperson monitors class activities for congruence with related skill development in capitalization, punctuation, usage and expression
4. Develop skill exercises for class and homework activities	Teachers	10/93 - 5/94	Teacher monitors student achievement on capitalization, punctuation, usage and expression; lesson plans reflect teacher-made tests on language arts for evaluations
5. Administer Iowa Tests of Basic Skills	Teachers	5/11-15/94	ITBS
6. Analyze ITBS	Principal, teachers	6/94	ITBS results
7. Prepare assessment report	Principal	6/94	School report on the achievement of objective

SCHOOL RADCLIFFE  
 YEAR 1993/1994

NUTLEY SCHOOL DISTRICT  
 SCHOOL ACTION PLAN

Objective: By June 1994, at least 70% of the students in grades one-through-eight (1-8) will achieve a score of 70% or above, in the areas of reading, math, and writing on the locally administered, criterion referenced, Nutley Achievement Tests.

ACTIVITIES	STAFF	TIMELINES	EVALUATION CRITERIA/DOCUMENTATION
1. Meet with grade 1-8 Teachers	Principal, English/Math Coordinators, Teachers	9/93 - 6/94	Faculty and department meeting agendas
2. Analyze district test results and grade level curriculum in 1-8 Math/English	Principal, Teachers, Coordinators	9/93	Monthly grade level meeting
3. Analyze appropriate skill areas in the 1-8 curriculum	Teachers	9/93 - 10/93	Grade level teacher monitoring of class activities for congruence with related skill development in reading, writing, math
4. Skill development exercises utilized in class and home-work activities	Teachers	10/93 - 4/94	Teacher monitoring of class work in reading, math, and writing. Lesson plans reflect teacher-made tests on same.
5. Administration of Nutley Achievement Tests	Teachers	5/10, 5/11, 5/25, 5/26	Nutley Achievement Tests (reading, writing, math)
6. Analyze NAT data	Principal, English/Math Coordinators, Teachers	6/94	Preliminary data report
7. Prepare Action Plan assessment report	Principal	6/94	School report on the achievement of objective

NUTLEY SCHOOL DISTRICT  
 SCHOOL ACTION PLAN

Objective: By June, 1994, at least 70% of the students in grades one through six (1-6) will demonstrate mathematical problem solving proficiency by achieving a national percentile score of 70% or above on the Iowa Tests of Basic Skills sub-test in mathematical problem solving.

ACTIVITIES	STAFF	TIMELINES	EVALUATION CRITERIA/DOCUMENTATION
1. Meet with Grade 1-6 teachers.	Principal, Teachers 1-6	9/93 - 6/94	Faculty and grade level meetings agendas.
2. Analyze school/district test results and grade level curriculum in 1-6 math.	Principal, Teachers 1-6	9/93 - 10/93	Monthly grade level meetings.
3. Analyze skill area of mathematical problem solving.	Principal, Teachers 1-6	9/93 - 10/93	Grade level teacher monitoring of class activities for congruence with related skill development in mathematical problem solving.
4. Skill development exercises utilized in class and homework activities.	Teachers	10/93 - 4/94	Teacher monitoring of class work in mathematical problem solving. Lesson plans reflect teacher-made tests on same.
5. Administration of Iowa Tests of Basic Skills, Gr. 1-6.	Teachers	4/94	Iowa Tests of Basic Skills, Gr. 1-6.
5. Analyze results of mathematical problem solving.	Principal, Teachers	5/94 - 6/94	Preliminary data report.
7. Prepare Action Plan assessment report.	Principal	6/94	School report on the achievement of objective.

SCHOOL SPRING GARDEN  
 YEAR 1993/1994

NUTLEY SCHOOL DISTRICT  
 SCHOOL ACTION PLAN

Objective: By June 1994, at least 70% of the students in grades one-through-eight (1-8) will achieve a score of 70% or above, in the areas of reading, math, and writing on the locally administered, criterion referenced, Nutley Achievement Tests.

ACTIVITIES	STAFF	TIMELINES	EVALUATION CRITERIA/DOCUMENTATION
1. Meet with grade 1-8 Teachers	Principal, English/Math Coordinators, Teachers	9/93 - 6/94	Faculty and department meeting agendas
2. Analyze district test results and grade level curriculum in 1-8 Math/English	Principal, Teachers, Coordinators	9/93	Monthly grade level meeting
3. Analyze appropriate skill areas in the 1-8 curriculum	Teachers	9/93 - 10/93	Grade level teacher monitoring of class activities for congruence with related skill development in reading, writing, math
4. Skill development exercises utilized in class and home-work activities	Teachers	10/93 - 4/94	Teacher monitoring of class work in reading, math, and writing. Lesson plans reflect teacher-made tests on same.
5. Administration of Nutley Achievement Tests	Teachers	5/10, 5/11, 5/25, 5/26	Nutley Achievement Tests (reading, writing, math)
6. Analyze NAT data	Principal, English/Math Coordinators, Teachers	6/94	Preliminary data report
7. Prepare Action Plan assessment report	Principal	6/94	School report on the achievement of objective

SCHOOL Spring Garden

YEAR 1993/1994

NUTLEY SCHOOL DISTRICT

SCHOOL ACTION PLAN

Objective: By June, 1994, at least 70% of the students in grade 6 will demonstrate proficiency by achieving a score of 70% or above in the area of geography on the locally administered, Nutley Geography Test. \*

ACTIVITIES	STAFF	TIMELINES	EVALUATION CRITERIA/DOCUMENTATION
1. Meet with grade 6 teachers	Principals, Teachers	9/93 - 6/94	Grade level meetings
2. Review 6th grade test scores and grade level curriculum in Social Studies/Geography	Principal, Teachers	9/93 - 10/93	Grade level meetings (4-6)
3. Analyze appropriate skill areas in the geography component of the Social Studies curriculum	Teachers	9/93 - 10/93	Teacher monitoring of class activities and projects testing geography skills and development.
4. Skill development exercises utilized in class and home-work activities	Teachers	10/93 - 5/94	Teacher monitoring of classwork in geography concepts/skills. Lesson plans reflect teacher-made tests
5. Administration of District Geography Test	Teachers	5/94	District Geography Test
6. Analyze Geography Test Data	Principal, Teachers	6/94	Preliminary data report
7. Prepare Action Plan assessment report	Principal		Report on the Achievement of Objective
* The test assesses skill areas in grades 4 through 6			

SCHOOL WASHINGTON  
 YEAR 1993/1994

NUTLEY SCHOOL DISTRICT  
 SCHOOL ACTION PLAN

Objective: By June 1994, at least 70% of the students in grades one-through-eight (1-8) will achieve a score of 70% or above, in the areas of reading, math, and writing on the locally administered, criterion referenced, Nutley Achievement Tests.

ACTIVITIES	STAFF	TIMELINES	EVALUATION CRITERIA/DOCUMENTATION
1. Meet with grade 1-8 Teachers	Principal, English/Math Coordinators, Teachers	9/93 - 6/94	Faculty and department meeting agendas
2. Analyze district test results and grade level curriculum in 1-8 Math/English	Principal, Teachers, Coordinators	9/93	Monthly grade level meeting
3. Analyze appropriate skill areas in the 1-8 curriculum	Teachers	9/93 - 10/93	Grade level teacher monitoring of class activities for congruence with related skill development in reading, writing, math
4. Skill development exercises utilized in class and home-work activities	Teachers	10/93 - 4/94	Teacher monitoring of class work in reading, math, and writing. Lesson plans reflect teacher-made tests on same.
5. Administration of Nutley Achievement Tests	Teachers	5/10, 5/11, 5/25, 5/26	Nutley Achievement Tests (reading, writing, math)
6. Analyze NAT data	Principal, English/Math Coordinators, Teachers	6/94	Preliminary data report
7. Prepare Action Plan assessment report	Principal	6/94	School report on the achievement of objective

SCHOOL Washington  
 YEAR 1993/1994

NUTLEY SCHOOL DISTRICT  
 SCHOOL ACTION PLAN

Objective: By June, 1994, at least 70% of the students in grades three through six (3 - 6) will achieve a score of 70% or above in the area of spelling on the ITBS.

ACTIVITIES	STAFF	TIMELINES	EVALUATION CRITERIA/DOCUMENTATION
1. Meet with teachers of grades 3-6	Principal and teachers	9/93 - 6/94	Faculty and grade level meeting agendas.
2. Analyze spring 1993 test results and grade level goals in spelling	Principal and teachers	9/93	Monthly grade level meeting
3. Analyze skill areas in the 3 - 6 curriculum	Teachers	9/93 - 10/93	Grade level teacher monitoring of class activities for congruance with related skill development in spelling.
4. Skill development exercises utilized in class and homework activities	Teacher and parents	10/93 - 4/94	Teacher monitoring of class work in spelling, plus childrens' participation in local spelling bee contest. Lesson plans reflect teacher made tests of same.
5. Administration of ITBS	Teachers	4/94	ITBS
6. Analysis of ITBS data	Principal, teachers, parents	6/94	Preliminary data report
7. Prepare Action Plan assessment report	Principal	6/94	School report on the achievement of objective

SCHOOL YANTACAW  
 YEAR 1993/1994

NUTLEY SCHOOL DISTRICT  
 SCHOOL ACTION PLAN

Objective: By June 1994, at least 70% of the students in grades one-through-eight (1-8) will achieve a score of 70% or above, in the areas of reading, math, and writing on the locally administered, criterion referenced, Nutley Achievement Tests.

ACTIVITIES	STAFF	TIMELINES	EVALUATION CRITERIA/DOCUMENTATION
1. Meet with grade 1-8 Teachers	Principal, English/Math Coordinators, Teachers	9/93 - 6/94	Faculty and department meeting agendas
2. Analyze district test results and grade level curriculum in 1-8 Math/English	Principal, Teachers, Coordinators	9/93	Monthly grade level meeting
3. Analyze appropriate skill areas in the 1-8 curriculum	Teachers	9/93 - 10/93	Grade level teacher monitoring of class activities for congruence with related skill development in reading, writing, math
4. Skill development exercises utilized in class and home-work activities	Teachers	10/93 - 4/94	Teacher monitoring of class work in reading, math, and writing. Lesson plans reflect teacher-made tests on same.
5. Administration of Nutley Achievement Tests	Teachers	5/10, 5/11, 5/25, 5/26	Nutley Achievement Tests (reading, writing, math)
6. Analyze NAT data	Principal, English/Math Coordinators, Teachers	6/94	Preliminary data report
7. Prepare Action Plan assessment report	Principal	6/94	School report on the achievement of objective



SCHOOL Yantacaw  
 YEAR 1993/1994

**NUTLEY SCHOOL DISTRICT  
 SCHOOL ACTION PLAN**

**Objective:** By June 1994, students enrolled in grades four through six (4-6) will have experienced instruction in geometry and math measurement units. At least 70% of the students in grades 4-6 will demonstrate proficiency in these areas by achieving a score(s) of 70% on the ITBS administered in April, 1994.

ACTIVITIES	STAFF	TIMELINES	EVALUATION CRITERIA/DOCUMENTATION
1. Meet with teachers of grade 4 - 6th grade math	Principal, teachers	9/93 - 6/94	Committee Roster
2. Activities involving measurement and quantity	Teachers	9/93 - 4/94	Small - group demonstration(s) via math manipulatives
3. Activities involving geometry: shapes	Teachers	9/93 - 4/94	Teacher monitoring of class discussion and use of geometric manipulatives
4. Enrichment activities involving geometry/ measurement	Teachers	10/93 - 4/94	Work on measurement and geometry worksheets
5. Administration of ITBS	Teachers	4/94	ITBS
6. Analyze ITBS data	Principal, Teachers	5/94 - 6/94	Preliminary data report
7. Prepare Action Plan assessment report	Principal	6/94	School Report on the Achievement of Objective for Board approval