



Diocese of Paterson

BULLETIN: CATHOLIC SCHOOLS

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DISTINGUISHED PRINCIPAL

Every year, the Elementary Schools Department of the National Catholic Educational Association allows each diocese to nominate one principal for its Distinguished Principal Award. The twelve principals selected for the award—one from each NCEA region—are then honored at the annual NCEA convention held each year during Easter week. For the 2014-2015 school year, the nominee for the Diocese of Paterson for this award is Barbara Zito, principal of St. Philip the Apostle Preparatory School, Clifton. Congratulations to Barbara and thanks to her for her outstanding contribution to Catholic school education.

BLUE RIBBON SCHOOL

On September 30th, the U.S. Department of Education announced that **Assumption School, Morristown**, has been named a U.S. Department of Education National Blue Ribbon School. Congratulations to Sister Merris Larkin, Principal; Msgr. John Hart, Pastor; and the Assumption School Community for this outstanding recognition.



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DISTINGUISHED PASTOR

Every year, the National Catholic Educational Association allows each diocese to nominate one pastor for its Distinguished Pastor Award. Those selected for the award are then honored at the annual NCEA convention held each year during Easter week. For the 2014-2015 school year, the nominee for the Diocese of Paterson for this award is Msgr. Raymond Kupke, Ph.D., pastor of St. Anthony Parish, Hawthorne. Congratulations to Msgr. Kupke and thanks to him for his outstanding contribution to Catholic school education.

NCEA DATABANK INFORMATION

The information for the annual NCEA databank report is due at the Catholic Schools Office by **Wednesday, October 1st**. The date for taking the official enrollment to be used in the NCEA report is **September 20th**. The report forms are available in the administrators' section, [under surveys and questions] of the new website, www.patdioschools.org.

PRINCIPAL GOALS

Principals are reminded to submit their three goals for themselves for the 2014-2015 school year (one spiritual development goal, one professional goal, and one program goal) by e-mail, by Friday, **October 3rd**. The form to be used to submit these goals is located here: [link](#). The e-mail address is on the form.

HIGH SCHOOL PRINCIPALS MEETING

High School Principals will have a luncheon meeting on **October 2nd**, from 11:30am to 1:30pm, at Mary Help of Christians Academy. Please e-mail agenda items to Br. William.

OCTOBER ELEMENTARY SCHOOL REGIONAL PRINCIPAL MEETINGS

Principals will meet by region as follows:

- **Region 3:** Thursday, **October 2nd**, at 2:00pm, at St. Mary, Pompton Lakes.
- **Region 2:** Monday, **October 20th**, at 2:00pm, at St. Vincent de Paul, Stirling.

DIOCESAN EDUCATION COUNCIL

The Diocesan Education Council will meet on October 7, 2014, at 5:00pm at the Diocesan Center in Clifton.

FACULTY ADVISORY COMMITTEE

The Faculty Advisory Committee for Elementary and Secondary Schools will have its first meeting of the school year on **October 9, 2014**, from 2:00 to 3:00pm at Morris Catholic High School, Denville (new location).

HIGH SCHOOL RELIGION TEACHERS

On **Friday, October 10th**, from 8:30am–12:30pm, there will be a professional development workshop for all high school religion teachers at the Diocesan Center in Clifton. The speaker will be Brother Dennis Gunn, CFC, Ph.D., from Iona College.

TEACHER IN-SERVICE DAY

Friday, **October 10th**, is a teacher in-service day for all schools in the Diocese. This year, programming for this day will be handled regionally or by individual schools. There is no diocesan wide program.

STEM PROFESSIONAL DAY

The STEM Professional Day will be held at St. Mary of the Assumption School, in Pompton Lakes on **October 10th**. The day begins at 8:30am with registration and concludes at 2:30pm. Breakfast and lunch will be provided. Attendance is required of all full-time faculty members, and principals will also be in attendance. Attendance of parttime teachers is at the discretion of the principal. The theme is, "Infusing STEM Throughout The Curriculum."

STEM PRINCIPALS MEETING

Principals of STEM schools from Cohorts I, II, and III will meet on **October 14th**, at 1:00 pm in the Terrace Room at the Diocesan Center in Clifton. Note that there is a time change for this month only.

ACE PROFESSIONAL DEVELOPMENT

- **Oct. 15th:** Assessment: Elementary Schools AM & PM
- **Oct. 16th:** Assessment: Elementary Schools AM; Secondary Schools PM.

Use this [link](#) to view the **ACE CURRICULUM MEETING SCHEDULE 2014-2015** which gives the details about the programs for October 15th & 16th. Principals are asked to register those attending with comikolajczyk.diocese@patdioschools.org by **October 9th**.

HIGH SCHOOL PRESIDENTS MEETING

High School Presidents will have a luncheon meeting on **October 16th**, from 11:30am to 1:30pm, at the Diocesan Center in Clifton. Please e-mail agenda items to Br. William by **October 14th**.

GOVERNANCE WEBINARS

The two part in-service webinar for new members of elementary school education councils, including principals and pastors, and for those who did not participate in a session last school year, will take place on **October 21st & 22nd**, from **5:30 to 6:30pm** each evening. Principals are to register all from the school who will participate by sending their names and e-mails to tonilucas@patersondiocese.org by **October 15th** at the latest. Information about how to access the webinar will then be sent to each person registered on Monday, **October 20th**. Each participant will need a computer with internet access and a phone since the voice part will take place by conference call.



CATECHIST CERTIFICATION WORKSHOP

The first Catechist Certification Workshop for all 2nd year teachers for the 2014-2015 school year will be on **Thursday, October 23rd**, from 3:30-5:30PM, at the Diocesan Center in Clifton. Register participants at comikolajczyk.diocese@patdioschools.org.

COMPLIANCE SURVEY

Principals are asked to use the following link to Survey Monkey and complete the annual compliance survey as soon as possible and by **October 17th** at the latest: <https://www.surveymonkey.com/s/SQCMNHX>.

CO-OP REMINDERS

Several deadlines are quickly approaching:

- **October 3rd**: Deadline for Catholic elementary school paper and online applications to reach MCS.
- **October 3rd**: Deadline for submitting "Eligibility Form for Extended Testing Time" to the Catholic Schools Office.
- **October 20th – 24th**: Admission letters received by Catholic schools.

CATECHIST CERTIFICATION ONLINE

A new course, *Catholic Faith and Tradition*, is starting through the STEP Program at the University of Notre Dame on **Monday, October 6th**. To register, go to <http://step.nd.edu/registration/complete-catalogue/catholic-faith-and-tradition>.

REPORT OF NONPUBLIC AUXILIARY AND HANDICAPPED SERVICES

This automated report and instructions for using the automated system was made available on-line at <http://homeroom.state.nj.us> on September 16, 2014. Information contained in this report will be the basis on which the Department of Education will request 2015-2016 state aid for **Chapters 192 and 193 services**.

SECURITY DRILLS

State inspectors may perform spot checks at schools to determine if the school is in compliance with the State mandates regarding Security Drills. Each school must hold annually a minimum of the following: 2 Active Shooter, 2 Evacuation (Non-Fire) Drills, 2 Bomb Threat Drills, 2 Lockdown Drills, and 2 extra drills of the Principal's choosing. Principals can find the State-generated Security Drill Log form in the Principal Documents section of the Catholic Schools website, or click [here](#).

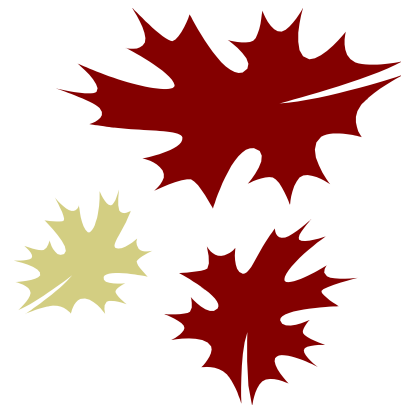
NCEA

The Annual Convention of the National Catholic Educational Association will be held at the Orange County Convention Center, Orlando, Florida, from **April 7-9, 2015**. For Registration & Housing for NCEA 2015 go to <http://www.ncea.org/convention/convention-and-expo>



CONSULTATION MEETING

If the local school district has not notified the principal regarding the mandatory annual **consultation** to discuss the needs of the nonpublic school, the principal should reach out to them to set up a meeting. This consultation should take place prior to the October Board of Education Meeting. "District Consultation Form for Use with Nonpublic Schools" can be used for your records. E-mail Dr. Conway for a copy at mconway@patersondiocese.org.



ASTHMA TREATMENT

The Asthma Treatment Plan, a requirement for all school administrators, has been updated and can be found at <http://www.pacnj.org/plan.html>. Use of this form reduces the burden on schools to develop their own forms for students with asthma. Additionally, a Pediatric/Adult Asthma Coalition of New Jersey resource for parents of students with asthma is available at <http://www.pacnj.org/pdfs/ParentTool.pdf>.

SCHOOL PREPAREDNESS NOW NEWSLETTER

This newsletter provides school administrators with relevant, up-to-date, and practical information on safety and preparedness. It is available at <http://www.state.nj.us/education/schools/security/newsletter/14/09.pdf>.

ACE RESOURCE

Many principals & teachers have expressed concern about being able to properly identify the right level of Bloom's Critical Thinking in a lesson/assessment. ACE created a list of examples highlighting the differences between the levels of Bloom to help address this need: <http://www.acecollaborative.org/resources+by+content#UCP>.



NETWORK COORDINATOR

The Catholic Conference of New Jersey is asking each school to choose a **parent who would be the Parent Network Coordinator** for the school. The Parent Network Coordinator plays a key role in ongoing efforts to secure and/or retain state and federal funding for goods and services which benefit the students of the school. The Parent Network Coordinator would serve as the liaison between the school's parent community and the Network Director for the Schools Office, Pat Deleu. The responsibilities of the Parent Network Coordinator are to distribute to parents copies of the Network Newsletter and legislative alerts, and to keep parents informed about legislative issues which affect Catholic school students by delivering brief updates at parent meetings. Also needed is the name of **one staff member who will serve as the Staff Network Coordinator** for the staff of the school. Principals are to send the name and email address of one Parent Network Coordinator and one Staff Network Coordinator for the school by **October 15th** to Pat Deleu at padeleu.diocese@patdioschools.org.



"I rewarded two of my students for passing notes in class. It's so refreshing to see any of them actually writing."