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By Fax and Regular Mail

October 25, 2005

Lucille Davy
Acting Commissioner of Education
PO Box 500
100 Riverview Plaza
Trenton, NJ 08625-0500

Re: Request for Extension of Two-Year Reports

Dear Commissioner Davy:

I am writing to request an extension of the dates for submission of the Abbott School and District Two-Year Reports on Instructional Priorities, which must be submitted on November 1 and November 15, respectively. See N.J.A.C. 6A:10A-5.2(a); 6A:10A-3.3(b).

Under governing regulation, the School Two-Year Plan is required to include "implementation of the recommendations of the CAPA Team," if applicable. N.J.A.C. 6A:10A-5.2(a)(1)(vi). These CAPA recommendations, which are memorialized in a written Improvement Agreement, must address implementation of strategies and objectives for improving teaching and learning, as well as a recommendation on the retention, modification, or discontinuation of Whole School Reform designs. N.J.A.C. 6A:10A-1.2 (defining "Improvement Agreement"). The regulations specifically provide that the school two-year report must contain, as set forth in the CAPA Improvement Agreement, a "status report on the implementation of WSR or AWSRD [Alternative Whole School Reform Design]," including "documentation of the extent of implementation and the specific plans for completing implementation." N.J.A.C. 6A:10A-5.2(a)(1); (a)(1)(v).

Similarly, the Department's 2006 Abbott Guidance document instructs schools to address the CAPA recommendations in their two-year reports. See "Improving Learning and Literacy in Abbott Classrooms, A Guidance

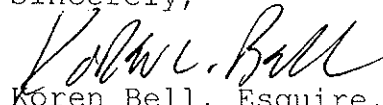
Document 2006," Oct. 2005, at 8. Districts, in turn, must incorporate the schools' information on implementation of the CAPA recommendations in preparing their two-year reports for the Department. See 6A:10A-6.3(a)(4) (providing that the Improvement Agreement must be "incorporated into the school and school district two-year reports").

The CAPA Improvement Agreements contain information on strategies and objectives for improving teaching and learning, as well as WSR, that is absolutely essential to school and district planning and budgeting. As a result, it is critical that schools and districts receive these agreements in a timely fashion, and that they are provided with ample opportunity for review by the Central Office, the school community and the School Leadership Teams, as part of the process of preparing the Two-Year Reports.

It is our understanding that the Abbott schools undergoing CAPA review in 2004-05, and their districts, have either yet to receive the CAPA Improvement Agreements, or have only received them in the last few days, from the DOE Abbott Division.

Accordingly, in order for schools and districts to properly prepare their Two-Year Reports - and budgets to support those Reports - we respectfully request that you postpone the date for submission of these reports until after all of the requisite Improvement Agreements have been approved by your Office, sent to the schools and districts, and released to the school community and ELC, as required by Abbott X and regulation; and after the schools and districts have had ample time to review the agreements and incorporate them into their respective FY2007 Reports.

We look forward to your prompt response, and as always, we remain available to seek cooperative solutions to improving education for the Abbott school children.

Sincerely,

Koren Bell, Esquire,
Pursuant to R. 1:21-3(c)

cc: Michelle Miller, DAG
Penelope Lattimer, Chief of Staff
Gordon MacInnes, Assistant Commissioner
Abbott Superintendents
Abbott Business Administrators
Abbott Counsel