

THE JEWISH FEDERATION OF GREATER WASHINGTON

2019-2020 CONGREGATIONAL SCHOOL INFORMATION FORM

ICE GRANT RECIPIENTS:

In order to meet the grant requirements and receive funding, all schools participating in an ICE grant must submit their responses by **Friday, October 18, 2019**.

ALL OTHER CONGREGATIONAL SCHOOLS:

Please submit responses by Friday, **November 29, 2019**.

PART ONE – CONTACT INFORMATION

- Congregational School Information
 - School Name:
 - Affiliated Congregation:
 - Mailing Address:
 - School Phone Number:
 - School Email Address:
 - School Website:
- Education Director Information
 - Name:
 - Phone:
 - Email:
- School Board/Education Committee Chair Information
 - Name:
 - Email:
- Congregational Rabbi Information
 - Name:
 - Email:
- Congregational President Information
 - Name:
 - Email:

PART TWO – SCHOOL STATISTICS

- Number of member families/units in the congregation:
- Total School Enrollment 2019-2020:
- Statistics for Grades 1-12
 - Number of Students
 - Days per Week

PART THREE – SCHOOL BUDGET INFORMATION

- Has your school been in operation for at least three (3) years?
- Does your school have a parent institution (a Jewish communal org., havurah, or other learning community) with 501(c)3 status?
- Breakdown of School Budget
 - Overall School Budget:
 - Percentage of budget for teacher salaries (excluding senior staff):
 - Percentage of budget for school administration (Education Director's salary, other office staff, office expenses, etc.):
 - Percentage of budget for educational materials (books, A/V, IT, etc.):
 - Percentage of budget for educational enrichment (speakers, etc.):
 - Percentage of budget for professional development:

- Scholarships
 - Number of scholarships granted:
 - Total amount allocated through scholarships:
- Comments:

PART FOUR – FACULTY INFORMATION

- Total number of teachers:
- Provide how many teachers for each grade and specialty:
 - K-2
 - 3-7
 - 8-12
 - Music
 - Art
 - Special Needs
 - Other

PART FIVE – EDUCATIONAL ADMINISTRATION

SENIOR STAFF

- How often does the congregation's senior staff meet to discuss educational issues?
 - Weekly
 - Bi-Monthly
 - Monthly
 - Other:
- Who attends these meetings? (check all that apply)
 - Rabbi(s)
 - Education Director
 - Youth Educator
 - Family Educator
 - Early Childhood Director
 - Cantor
 - Executive Director
 - Additional school staff
 - Other:
- In what other ways does staff work together? (check all that apply)
 - Rabbinic input into school
 - Cantor bar/bat mitzvah tutoring
 - Youth Group/School Coordination
 - Adult/School/Family Education coordination
 - Rabbi as class teacher
 - Other:

FAMILY EDUCATION

- Does the congregation have regular family education programs?
 - Yes
 - No
- Does the congregation have a family educator?
 - Yes
 - No
- Is the family educator also:
 - The Youth Director
 - The Education Director
 - Other:
- Does the congregation have a Director of Engagement?
 - Yes
 - No

- Does Director of Engagement work full time or part time?
 - Full time
 - Part time
- Do you have professional educational leadership to develop curriculum/programming and to supervise instruction?
 - Yes
 - No

YOUTH GROUP/INFORMAL EDUCATION

- The congregation has youth groups for grades:
 - 3-5
 - 6-8
 - 9-12
 - Other:
- The youth group and school programs are:
 - Very integrated
 - Occasionally integrated
 - Not at all integrated

EARLY CHILDHOOD EDUCATION

- The congregation has an early childhood program for the following ages/grades:
 - Ages Birth-2
 - Ages 2-4
 - Grades K-2
- The early childhood program and the congregational school are:
 - Very connected
 - Occasionally connected
 - Not at all connected
- They are connected in the following ways:
 - Joint family programs
 - Fluid curriculum
 - Shared teachers
 - Other:
- What percentage of preschool families enroll in the congregational school?

TEACHER TRAINING

- The congregation utilizes the following types of teacher training:
 - Staff planning meetings
 - Speakers/In-services
 - Mentorship
 - Paid planning
 - Other:
- How frequent are the teacher trainings?
 - Monthly
 - Quarterly
 - Annual
 - Other:

ROLE OF LAY-LEADERSHIP AND VOLUNTEERS

- Is the school governed by a functioning lay committee?
 - Yes
 - No
- Is the committee directly represented on the congregation's Board of Directors?
 - Yes
 - No
- How often does the committee meet?

- Monthly
- Every other month
- Other:
- Does the committee...
 - Set policies and vision for the school
 - Review educational goals and achievement
 - Fundraise
 - Help in classrooms
 - Other:

PART SIX – COMMUNITY PARTNERSHIPS

- Does the congregation participate in the Jewish Social Service Agency (JSSA) Synagogue Liaison Program?
 - Yes
 - No
- If yes, does the school benefit?
 - Yes
 - No
- Please describe how, if appropriate:
- Do the congregation work with other Jewish Federation partner agencies throughout the year (i.e. JCC's, JFGH, JSSA, JCRC)?
 - Yes
 - No
- If so, how?
- Does the congregation partner and/or advertise Federation events publicly?
 - Yes
 - No
- If yes, which events/programs?
 - Grand Slam Sunday
 - Good Deeds Day
 - Israel programming
 - Hartman public lectures
 - Jteen Philanthropy
 - Israel Engagement Fellowship
 - PJ Library programming
 - Other:
- Is your school participating in a 2019-2020 ICE grant program?
 - Yes
 - No
- If yes, which program?