BOARD OF EDUCATION CITY OF LONG BRANCH NEW JERSEY

MINUTES JUNE 29, 2015

The Annual Board Retreat Meeting of the Long Branch Board of Education was held at 540 Broadway, Long Branch, New Jersey.

The meeting was called to order by Mrs. George, Board Vice President, at 9:00 A.M.

A. ROLL CALL

Mr. Parnell - President - absent

Mr. Grant

Mr. Zambrano

Mrs. George – Vice President

Dr. Critelli

Mr. Covin

Mrs. Perez

Mr. Dangler - absent

Mrs. Widdis

Administrator's Present

Dr. Salvatore

Mr. Genovese

A-1. STATEMENT OF THE MANNER OF NOTIFICATION OF THE MEETING

Peter E. Genovese III, RSBO, QPA, School Business Administrator/Board Secretary stated adequate notice of the meeting of the Long Branch Board of Education has been provided by a Schedule of Public Meetings published in the Atlanticville and the Asbury Park Press. Mr. Genovese further stated a Schedule of Public Meetings has been posted in the Board of Education Office and the Office of the City Clerk, Long Branch, New Jersey.

Mr. Genovese made the following announcement: Fire exits are located in the direction indicated. In case of fire, you will be signaled by bell and/or public address system. If so alerted to fire, please move in a calm and orderly fashion to the nearest smoke-free exit.

A-2. OBJECTIONS, IF ANY, TO THE VALIDITY OF THE MEETING

Mr. Genovese stated that the objecting member must give supporting reasons.

B. FLAG SALUTE AND PLEDGE OF ALLEGIANCE

Dr. Michael Salvatore, **Superintendent of Schools**, saluted the flag and led the Pledge of Allegiance.

C-1. STATEMENT TO THE PUBLIC

Mrs. George made the following announcement: Often times it may appear to members of our audience that the Board of Education takes action with very little comment and in many cases by unanimous vote. Before a matter is placed on the agenda at a public meeting, the administration has thoroughly reviewed the matter with the Superintendent of Schools. If the Superintendent of Schools is satisfied that the matter is ready to be presented to the Board of Education, it is then referred to the appropriate Board committee. The members of the Board committee work with the administration and Superintendent to assure that the members fully understand the matter. When the committee is satisfied with the matter, it is presented to the Board of Education for discussion before any final action is taken. Only then is it placed on the agenda for action at a public meeting. In rare instances, matters are presented to the Board of Education for discussion at the same meeting that final action may be taken. All agenda attachments are available for public review.

C-1. STATEMENT TO THE PUBLIC (continued)

Time may be allocated for public comment at this meeting. Each speaker may be allotted a limited time when recognized by the presiding officer. Individuals wishing to address the Board shall be recognized by the presiding officer and shall give their names, addresses and the group, if any, that they represent. Although the Board encourages public participation, it reserves the right, through its presiding officer, to terminate remarks to and/or by any individual not in keeping with the conduct of a proper and efficient meeting. The Board will not, during the public portion of this meeting, discuss matters involving employment, appointment, termination of employment, negotiations, terms and conditions of employment, evaluation of the performance of, promotion or disciplining of any specific or prospective or current employee.

C -2. OPPORTUNITY TO ADDRESS THE BOARD RELATING TO AGENDA ITEMS No one addressed the Board.

D. BOARD OF EDUCATION RETREAT – SETTING OF BOARD GOALS FOR 2015 -2016

Planning – 3.3

The Board rated themselves relatively low in this area primarily due to the fact that unless you are on a committee you do not feel as if you have enough detailed information to help plan collaboratively and have input into the district wide management. The Board as a whole felt that the committee structures work very well but perhaps a different level of detail be presented to the full Board. One example that was given was regarding the Finance Committee. Many details are discussed but often times much of that information is not presented to the full Board.

Dr. Salvatore suggested that we could add this to our goals to demonstrate to the full Board where we are going as presented by committees and how we are going to monitor that progress.

Policy - 4.0

The Board rated themselves at the highest level. Generally as new policies come out they are immediately reviewed and adopted.

Student Achievement - 3.5

The Board feels that student achievement is never completed and improvement is sought out every year.

Dr. Salvatore also suggested that the Board receive additional information regarding student achievement, pointing out however that the Board in the past did not want a lot of excess and complicated charts to review.

D. <u>BOARD OF EDUCATION RETREAT – SETTING OF BOARD GOALS FOR 2015 -2016</u> (continued)

Finance - 3.7

The Board rated themselves relatively high and felt they were very focused on strategic planning with less emphasis being placed on monthly bills and claims. They also stated that as questions arise regarding bills and claims, they are immediately addressed by the Business Administrator with an explanation given to the full committee. The Board felt that the Finance Committee should brief the full Board on important fiscal concerns on a monthly basis to include the Health Center and self insurance.

Board Operation - 3.9

Board Operation received a very high rating from the Board, stating that the information that is disseminated on Friday's is very helpful in keeping the members apprised of what is going on.

Board Performance - 3.6

The Board collectively feels that confidentiality is critical and noted that policies have been voted on and regardless of the narrow margin of acceptance they have received the support of the full Board. Participation in committees was another priority the Board would like to see enhanced, as well as detailed information being disseminated appropriately to insure all members have the knowledge needed to make informed decisions.

Mrs. Widdis brought up an issue with respect to being brought up to speed on the overall operations as a new Board member. She did not feel as if she was properly informed to participate in conversations.

Mr. Covin felt the Board should do a better job in that area.

Mr. Zambrano suggested that we have the President and/or Vice President sit with new Board members to go over relevant information.

Mr. Grant – With regard to dissemination of information, is it possible for our attorney to give us an opinion as to what items can be discussed outside of Board meetings to avoid any challenges to the Sunshine Law.

Board/Superintendent Relationships - 3.8

The Board rated themselves very high in this area and felt that the current goals set for the Superintendent, committees and Board of Education are adequate. The rating under item #6 was low due to the fact that some Board members were not able to evaluate the Superintendent due to conflicts.

Board/Staff Relationships – 3.8

The Board rated themselves very high and felt they have a very strong relationship with the staff and communicate well through the Superintendent.

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D. <u>BOARD OF EDUCATION RETREAT – SETTING OF BOARD GOALS FOR 2015 -2016 (continued)</u>

Board and Community - 3.7

The Board felt that they have a strong community involvement and continue to promote relationships within the community. The Board also reviewed the challenges that are facing the district and discussed the items that were contained in the report and some possible solutions that are currently being implemented. Additionally the Board discussed their role as policy makers and the effectiveness of their over site in the areas of Board governance, school financing and High School security which are critical issues that the Board feels very passionate about. Additionally there was further discussion regarding the dress code and whether or not it needs to be re-visited in order to be modified and/or strengthened. The concern is the amount of time it takes to enforce policies, especially at the High School level.

Motion was made by Mrs. Widdis, seconded by Mr. Covin and carried by roll call vote that the Board approve the following items (E1 - 2).

Ayes (7), Nays (0), Absent (2) Mr. Parnell and Mr. Dangler

E. PERSONNEL ACTIONS

1. STIPEND APPOINTMENTS – SUMMER 2015

That the Board approve/ratify the appointment of the following summer stipend positions:

<u>HS SUMMER PROGRAMS: July 6 – August 14, 2015 (M-F) Hrs. 8:00 am – 12:30 pm [5 hrs]</u>

Substitute Teacher

Daniel Brownridge

MS SUMMER SCHOOL: July 6 - August 14, 2015 (M-F): Hrs. 7:30 am - 12:30 pm [5 hrs]

Middle School Teacher

\$26.00/hr. /\$650/wk

Cheryl Stavola

MS EXPRESS CAMP: July 6 – August 6, 2015 (M-TH): Hrs. 8:15 am – 11:45 pm [3.5 hrs]

Building Facilitator (hrs. 8:00 am – 12:30 pm)

Doreen Regan \$565.74/wk

Teacher

Robin Reinhold \$26.00/hr/ \$364./wk

Corridor Aide (hrs. 8:00 am – 12:00 pm)

Jack Stovall \$251.36/wk

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E. PERSONNEL ACTIONS (continued)

2. POLICY COMMITTEE - SECOND AND FINAL READING 2015

The following items were agreed upon by the consensus of the Governance Committee and are recommended for the second and final reading to the full Board for approval:

<u>0000 - BYLAWS</u>

Policy 0134 Board Self Evaluation (revised)

Policy 0152 Board Officers (revised)

2000 - PROGRAMS

Policy 2622 Student Assessment (revised)

3000 - TEACHING STAFF MEMBERS

Policy 3212 Attendance (revised)

Policy & Regulation 3218 Substance Abuse (revised)

<u>4000 – SUPPORT STAFF MEMBERS</u>

Policy 4212 Attendance (revised)

Policy & Regulation 4218 Substance Abuse (revised)

<u> 5000 – PUPILS</u>

Policy & Regulation 5200 Attendance (revised)

Policy & Regulation 5530 Substance Abuse (Revised)

7000 - PROPERTY

Policy 7660 Conservation, Sustainability and Green

Initiatives

8000 - OPERATIONS

Policy 8630 Bus Driver/Bus Aide Responsibility (revised)

Regulation 8630 Emergency School Bus Procedures (revised)

F. ADJOURNMENT – 11:55 A.M.

There being no further discussion, motion was made by Mr. Covin, seconded by Mrs. George and carried by roll call vote that the Board adjourn the meeting at 11:55 A.M.

Ayes (7), Nays (0), Absent (2) Mr. Parnell and Mr. Dangler

Peter E. Genovese III, RSBO, QPA

School Business Administrator/Board Secretary