BOARD OF EDUCATION CITY OF LONG BRANCH NEW JERSEY

MINUTES JULY 12, 2016

The 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. Widdis, Board President, at 5:00 P.M.

A. ROLL CALL

Mrs. Widdis - President

Mr. Grant - 5:05 P.M.

Mr. Parnell

Mr. Dangler - Vice President

Dr. Critelli

Mr. Covin

Mrs. George

Mr. Zambrano

Rev. Bennett - 5:05 P.M.

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

Mrs. Widdis, Board President, saluted the flag and led the Pledge of Allegiance.

C-1. STATEMENT TO THE PUBLIC

Mrs. Widdis 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. All agenda attachments are available for public review. In rare instances, matters are presented to the Board of Education for discussion at the same meeting that final action may be taken.

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 respond to questions during the public participation portion of this meeting involving the employment, appointment, termination of employment, negotiations, terms and conditions of employment, evaluation of the performance of, promotion or disciplining of any specific, prospective or current employee.

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

D. <u>MEETING RECESS – TOUR OF THE OLD HIGH SCHOOL, 391 WESTWOOD AVENUE – 5:04 P.M.</u>

The Board re-convened the meeting at 6:20 P.M.

E. ROLL CALL

Mrs. Widdis – President Mr. Grant Mr. Parnell Mr. Dangler - Vice President Dr. Critelli Mr. Covin Mrs. George Mr. Zambrano Rev. Bennett

F. BOARD OF EDUCATION RETREAT – DEVELOPMENT OF BOARD GOALS AND OBJECTIVES FOR 2016 – 2017

Dr. Salvatore discussed with the Board the 9 areas of evaluation -

Board Performance

The conversation mainly centered on Executive Session confidentiality but also extended into the need for confidentiality with regard to committee discussions prior to talking to the full Board.

Mrs. George asked Dr. Salvatore, in his opinion, is the Board relatively confidential?

Dr. Salvatore – Yes, for the most part they have been.

Mr. Covin – With regard to Board performance, I feel that it is a good practice to voice our opinions at the Agenda meetings. Whether we agree or not on different issues however, when we meet the public we should look unified and not divided over certain issues.

Board/Staff Relationships

Dr. Salvatore defined what is meant by Board/staff relations stating that it is not the Board's personal relationships with the staff but it is putting policy in place for hiring, termination and supporting professional development to help develop our staff that is the critical lynch pin here.

Mrs. Widdis stated that in her opinion the Board is fully aware of the commitment the staff makes to educating our children every day and how hard they work.

Mr. Covin — It is the simple things that most of us do, thanking staff members and congratulating them for presentations well done that goes a long way.

Dr. Critelli mirrored Mr. Covin's sentiments stating that it is very important that staff members feel appreciated.

Board/Superintendent Relationships

Dr. Salvatore felt that this is an area that does not need much attention. He felt that he and the Board have great respect for each other and the different roles that each one has.

Board and Community Relations

Dr. Salvatore stated it is critical that we have effective communication with the public when appropriate, even when information is of a positive matter, the dissemination of information must be well thought out and delivered at the appropriate time.

Dr. Salvatore also stated that by September he should be ready to give an overview of how he intends to utilize the old High School when the final phase is completed.

Mr. Grant was concerned about the Audrey W. Clark name on the school being moved to the Morris Avenue School building.

Dr. Salvatore – This is something that should be brought up again for full Board discussion at a later date after we have had the opportunity to review enrollment to determine which buildings may have to change their grade configuration.

<u>Finance</u>

Mrs. George – The information received at the Finance Committee through Dr. Salvatore and Mr. Genovese is extraordinary, very detailed and very thorough. I am confident that there is not a question that I would be asked that I could not get an answer for.

Mr. Grant – I have a lot of confidence in Dr. Salvatore and Mr. Genovese.

Academics

Dr. Salvatore – We are continually looking for ways to improve the process of evaluation of all of our district wide programs that are in place to deliver quality education to our students. I involve the full administrative team in the evaluation process.

Mr. Covin — As a member of the Curriculum Committee I understand why changes in curriculum occur. They are either generated by the Department of Education adjusting standards or the needs of our student population change.

Policy

Dr. Salvatore – I do not feel that we need to spend a lot of time in this area either because the Board spends time developing and approving policy and allows the administration to stay focused on those objectives.

Board Operation

Dr. Salvatore stated how pleased he was with respect to the collaboration between the Board and the administration to accomplish the operational issues that come up from things as simple as the bills and claims to major events such as understanding the need for a \$100 million budget.

Mrs. George felt that all of the Board members have a voice regarding operations and each member plays a positive role in shaping the outcome.

Planning

Dr. Salvatore – One of my missions this summer is to do some strategic planning which will begin on July 21 and 22, 2016 for the Leadership Team. We will have a follow up in August. I would like to develop a new mission statement, one that brings us further than just suggesting that students will graduate. The statement would read – "The Long Branch Public School family strives to personalize learning while fostering innovation to create future entrepreneurs."

G. <u>PERSONNEL ACTIONS</u>

Motion was made by Mr. Dangler, seconded by Dr. Critelli and carried by roll call vote that the Board approve the following items (G1 - 3). Ayes (9), Nays (0), Absent (0)

1. STIPEND APPOINTMENTS - SUMMER 2016

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

Elementary Enrichment Camp substitute teachers

\$26/hr./\$364.00/wk.

Erica Krumich, Corey Pedalino, Christy Hauser

Middle School Express Camp substitute teacher

\$26/hr./\$364.00/wk.

Dina Mattia

Sustainable Jersey Garden Assistants (Mon - Fri, 19 hrs.)

\$26/hr.

Jill Careri (AAA), Elizabeth Muscillo (GRE), Kelly Stone (GLC), Janise Stout (JMFECLC), Enye Carter-Neville (LWC),

Elizabeth Gannon (MOR)

WIOA Summer Site Supervisor

\$20.29/hr.

Kristopher Soto

PTSO Carnival Safe School/Security persons

\$15.00/hr.

Bruce Clay, Howard Coleman, Cesare lengo, Brenda Itzol, Margaret Johnson, Terry Johnson, Terrance King, Jorge Mota, Marissa Rodriguez, Raphael Silva, Rozita Tatum, Carlos Vega, Yolanda Umana

G. PERSONNEL ACTIONS (continued)

1. <u>STIPEND APPOINTMENTS - SUMMER 2016 (continued)</u>

Curriculum Writers (revisions only)

\$25.13/hr.

Elementary Health/Physical Education (25 hours)

Michelle Abner, Tracey Ciambrone

<u>CHILD STUDY TEAM – Summer Evaluations</u>

\$350.00/case

Meghan McCarthy

2. ANNUAL STIPEND APPOINTMENT FOR 2015 - 2016 SCHOOL YEAR

That the Board ratify the appointment of the following stipend position:

Breakfast Monitor

\$13.08/session

Elsa Villalobos (April 18, 2015 - June 17, 2016)

3. PART-TIME AND STIPEND POSITION - 2016 - 2017 SCHOOL YEAR

That the Board approve/ratify the following position for the 2016 -2017 school year.

DISTRICT

Coverage Technician

David Booth

\$24.00/hr.

Virtual Server Management

Charles Pfeister

\$25.00/hr.

H. <u>ADJOURNMENT - 7:15 P.M.</u>

There being no further discussion, motion was made by Dr. Critelli, seconded by Mr. Parnell and carried by roll call vote that the Board adjourn the meeting at 7:15 P.M. Ayes (9), Nays (0), Absent (0)

Peter E. Genovese III, RSBO, QPA School Business Administrator/Board Secretary