



**BOARD OF EDUCATION
WAYNE TOWNSHIP PUBLIC SCHOOLS
WAYNE, NEW JERSEY
SPECIAL MEETING
February 5, 2015**

The Special Meeting/Board Retreat of the Wayne Township Board of Education was held on Thursday, February 5, 2015 at The Brownstone House, 351 West Broadway, Paterson, New Jersey 07522. The meeting was scheduled to begin at 6:00 p.m., pursuant to the terms of the Sunshine Law.

The meeting was called to order at 6:00 p.m. by Mrs. Eileen Albanese, Board President.

Reading of "Sunshine Law" Statement

Adequate notice of this Regular and Executive Meeting, setting forth time, date and location, has been provided in accordance with the requirements of the Open Public Meetings Act on January 29, 2015 by:

Prominently posting a copy on the bulletin board in the lobby of the offices of the Board of Education, which is a public place reserved for such announcements, transmitting a copy of this notice to The Record, The Wayne Today, and the Municipal Clerk.

Roll Call

PRESENT: Eileen Albanese, Mitch Badiner, Michael Bubba, Robert Ceberio, Catherine Kazan, Allan Mordkoff, Donald Pavlak, Christian Smith

ABSENT: Kim Essen

ALSO PRESENT: Dr. Mark Toback, Superintendent, Michael Ben-David, Assistant Superintendent, Juanita A. Petty, RSBA, SFO, Business Administrator/Board Secretary.

FLAG SALUTE

No flag salute, just moment of silence.

MOMENT OF SILENCE

Administrative Summary Report

- **Board Retreat**

Dr. Toback - indicated that he would dispense with the Administrative summary report at this time, commenting that there was no report to provide the Board. He stated that all four of the topics on the agenda were all worthy topics and reminded the Board that the minutes are being maintained, similar to being in an official session.

BOARD SELF EVALUATION -

Mrs. Albanese indicated that the first item on the agenda/retreat itself was a review of the board's self-evaluation. Members were given a few minutes to review the document.

Mrs. Albanese began the discussion indicating that a couple things that jumped out after not having seen it for several months and looking back, is how do we feel now as a board as maybe compared to the way we felt then? Do you still see similarities; do you think some things have changed? One of the things that jumped out the most is that, while most board members seem to feel they themselves personally were doing a good job, they didn't necessarily rate their fellow board members the same. I would also suggest that rather than focusing on the negative, maybe using this as how can we move forward in the positive to improve things, maybe in the shape of board goals, or just discussion among ourselves. What do we still need to work on, what do we need to improve and maybe some areas where we have made strides?

Discussion ensued with the Board moving through each section of the document.

Mrs. Kazan indicated that a strategic planning and have a five year plan and goals could be used to refer back to when the Board is making decisions. We have goals now but I think that we should have a policy or at least an SOP where we decide when we are going to get updates on how we are proceeding toward those goals as a board.

Dr. Toback indicated that he will present a mid-year goal review. Right now what we are doing is putting together information for presentation in February or March, and we will be

able to give you a review of the goals, where we are with each of them and at the end of the year you will get a complete review and report about each of the goals, where we are, and then some ideas about the future

Mrs. Petty cautioned the Board that this self-evaluation topics is talking about board of education goals, not district goals. Last year, the Board did not establish board goals because the year before, you never went through this exercise to establish them. In addition..... the district goals are a little more specific. The board goals are a little broader based on what you want the focus to be for the District.

The discussion then shifted to policy. Mr. Badiner stated that, in terms of policy, I know that we have been back and forth over the years about having a committee dedicated to policy vs. seeing where it fits in the structure of the committees. I think it has been ok because we do get the policies in advance. We do look at them, and again sometimes it becomes mundane....but that is our major piece of what we do is to ensure that we have the right policy. A separate committee to me does not make a lot of sense.

Mrs. Kazan referenced the two policies regarding public work sessions, indicating that was something that I felt that we should have discussed as a full board. Mr. Pavlak indicated the first reading is for that purpose. If it is not acceptable to everyone, then you have the opportunity to change it at that point. We all see the policy long before the meeting.

Dr. Toback stated the importance when it comes to policy it is that it is a very important responsibility for the board, but it is also an area where you can get tripped up in a lot of different ways. So what I would basically say is that we have to look at whatever structure is going to create the least amount of missed communication, the least amount of dysfunction, and you know your history here. We have to have a strong and simple system for administration to bring policies to the board, for policies to make it to a vote for the board of education. The other issue is the policies that have no options that are mandated. He stated that so far this year, people have been respectful of the boundaries that they were given...the policies were given to the committees they were supposed to go to, and that hasn't spilled over into other committees. If there are, if there is another committee involvement that is something that maybe occasionally will happen, but overall the system that we have right now, seems to be working.

The discussion continued with the process to followed when a Board member has questions about discussions at Committee meetings. The final consensus was that everything going through the President and the Superintendent. If a question as specific to a topic discussed in committee, then the Committee Chair should be contacted via email with a copy of the email to Dr. Toback and the Board President. All members were urged to respond to phone calls and inquiries from other Board members as soon as possible.

BOARD GOALS -

Mrs. Albanese indicated that the Board should be looking for two or three board goals. Board related goals, not district goals, not what we want to see from the administration, but what we want to do to become a better board ourselves. She further indicated that Mr. Pavlak sent her a document where he did outline with some descriptions of what he felt might be goals that

we could set for ourselves this year and proceeded to provide each member with a copy of the document.

Mr. Pavlak then took the lead to go through the five goals he identified, noting that in addition to the goals, he also suggested some objectives for each. The first goal was about the board holding itself to a standard, being a role model for everybody. We need to operate in an efficient and effective manner. Discussion ensued on the goal and the listed objectives. After a lengthy discussion, Mrs. Albanese indicated that she thought they were good with goal number one, and everyone is in favor that it is the type of board we want to be.

Mr. Pavlak then reviewed goal two regarding communication between home and school, and his suggested objectives.

The meeting was interrupted by a student from the Wayne Valley Marching Band who was holding a dinner in another room, asking the Board members if they would like to view their championship video. A short recess was taken.

The Board reconvened and Mr. Pavlak continued his review of the second suggested goal, noting that he felt conducting surveys was good, but suggesting that we survey students who had recently graduated. Further discussion ensued on community outreach and how to better related to the public, students, and staff.

The Board then moved on to reviewing goal three, providing students with safe and caring school environment. Mr. Pavlak indicated that this goal was similar to goal five.

Mr. Pavlak indicated that for goal four, providing professional development for teachers and administrators to ensure successful implementation of district plans, we have come a long way. Mark and Mike have really taken the forefront on this. There was never a district wide initiative. I think that we have done that now, and this just codifies it and says we are going to support this and we are going to fund it. Mr. Bubba stated he felt that we have come full circle in the two years that I have been here. Just how much technology and training that Joe Borchard and his group have put together and we have a teachers now teaching professional development that we didn't have two years ago. So we need to keep building on that, and keep moving it forward and not stop because we are going to be what everybody else wants us to be in this area; where everybody wants to be. Mr. Smith suggested just changing the first word converts it from a district goal to a board goal. Instead of saying implement, we refer to it as "support".

Mr. Pavlak noted that his last goal goes to our safety and security. We have a clear direction and it's effective for its intended purpose in a cost efficient manner. We have clearly identified things that are of concerns. Are they major security breaches, no? But they are of concern. I think this addresses that, and I think we really need to look at our code of conduct. The other thing is we need to as a Board, I think, is to address HIB. Again, this comes back to the communications goal of communicating this stuff to the parents. And, students with disruptive and violent behavior, when we disbanded the alternative high school, it cost this district a lot of money. To me, this was a program that did that, without a doubt.

Discussion focused on student needs such as providing for an alternative school and reasons why the District's last attempt in providing for one failed, which seemed to be that the District was not invested in providing a successful program. Dr. Toback indicated that if you do it the

right way, there is a whole lot that has to be done, and there are a whole lot of people to be hired. So the thing is to even start a discussion about that you would have to really look at do we have the number of students that we would need to make a go of it. Because if we bring back one or two kids, then that is a huge investment. If you were able to bring back 20 kids, we can start looking at that issue, if it would help, but that is something we are doing within the special ed analysis that we are doing this year.

The other thing we could do is, and we are talking about getting kids in position to graduate, is really we can talk about a credit recovery program such as the new SOAR program.

Mrs. Albanese asked for other suggested goals. Mrs. Kazan suggested long range planning. That it is something that we follow through on and follow up on, and ask for accountability on because it also helps us to set our budgets and everything going forward. Another goal is voting in April. Discussion continued on the development of goals, and Mrs. Petty indicated that she and Mr. Maso continue to work on three to five year goals for facilities.

Mrs. Albanese asked for someone to give us an idea of what you want to suggest, what you want to include and where you want to go. We have the 5 Don presented and the one that Mrs. Kazan presented, so 6 presented goals in total. Mr. Badiner suggested that the Board pick three goals and prioritize them.

Each Board member indicated their top three goals. There was overwhelming consensus for Goals 1, 2 and 5.

COMMUNITY OUTREACH -

Mrs. Albanese turned this portion over to Mr. Smith, who asked that this item be placed on the agenda. Mr. Smith handed out copies of information from NJSBA indicating ways Boards communicate with the public. He further explained his suggestion to conduct regular coffee and donut sessions so that members of the public can attend and bring up topics of concern. Discussion ensued with Board members and Dr. Toback noting ways the Board currently interacts with the public such as through the PTO.

Mrs. Kazan stated that she thought these kind of sessions would be so that the board can hear the heartbeat of the community. We are not getting it from them, they don't come to our meetings, they don't necessarily contact us via email, and I think for us to be effective because one of the lists of the ethics is to put forth the goals of the community, so how can we do that if we never have any dialog or hear from them other than the few that show up. If we give it to them in another format, maybe they will be receptive to it. And we could rotate which board members are at the community gathering. That is where I think it is appropriate. Mr. Bubba commented that he did thing you are going to get anymore of the same people that are going to come to that, then the ones that come to everything else. We have two meetings a month. We advertise, we do everything we are supposed to do, people don't come. The only ones that due are usually the ones that are complaining about something.

Dr. Ben-David noted that the Administration conducts forums, attends regular PTO coffees and forums at all 14 schools, and with the learning center, specific parent training events targeted for parents at all 14 schools. This is in addition to your traditional orientations, back

to school nights, and everything else that goes on. Mr. Ceberio suggested that maybe the best way of doing this so that the board can get the pulse of the community, you may want to put up a schedule, and that board members obviously to a certain limit of what you are going to have a quorum, can attend and they can hear specifically what the public heart is. That may match up what everybody is looking to do considering you are already doing it.

Dr. Toback stated that this year, they felt because of the circumstances, the thing that we needed to do is talk to parents about PARCC and common core. Talk to them about what this means to their kids, and that is the approach that we took for most of these forums. With a specific purpose, like I said. It could have been very easy, this was a much harder path, but it was necessary because parents needed to hear a specific message and they needed truth and reality about what all this involves, and what it means for their kid. So it gets a little different than what I think the ideal situations, especially with both of us starting out in these positions. But, like I said in the overall scheme of things, it was what we had to do.

Mr. Ceberio finished his thought, recommending that, on a rotation basis, that you just let Board members know of events occurring. If there is a schedule that you can give the board, for the month and there is a rotation of who wants to go to those meetings, then the board members will in fact hear on really hot button issues what is on people's minds.

Discussion ensued on the number of members who could 'sign up' to attend any one session. Mrs. Albanese also reminded members that no matter where you are at any time, the chain of command is always in effect. Members cannot speak for the entire Board and if questioned, should refer them to the Superintendent.

BY LAWS - BOARD POLICIES -

Mrs. Kazan indicated that we don't have really true public work sessions. Have we decided unanimously that no one wanted them anymore as the policy was presented?

Discussion ensued on the current committee reporting structure and the structure of the two Board meetings held each month. A thorough discussion was held on how the previous work sessions were conducted and Mrs. Petty indicated her frustration with the old process and the time spent always working on agendas. Dr. Toback indicated that there was too much volume of action items to only commit to one action meeting per month unless the Board was willing to allow approval by administration on an ongoing basis.

Mr. Badiner stated that the reality is this is a huge school district. You can't keep things until the second meeting. That was realized... there are two meetings, and I think and we did get away from a little bit was trying to focus that first meeting on work issues. And things that we might see at the second meetings of the month. Those emergent items, those things that you need to vote on to get through, that is going to the agenda and get discussed anyway...if you need to take action, you need to take action. I think the focus is a little bit different. Plus the venues are different. We know you don't want to do a lot of that work in a small office vs. being out there in the public on TV live, I think there is a lot to be said for doing the right thing out there. But also a lot of the work has to take place the first meeting.

Dr. Toback noted that you are seeing a simplification of this process is definitely what works best for everyone. Simplest most basic way of doing business. Very direct, we have these two meetings and use them to the full advantage that we can and take care of district business, and give you the information that we have consistently and respond to questions. You have a good system in place. It is not perfect, but it is pretty good.

Further discussion ensued.

Mr. Smith suggested that for Policy #0162. since we are eliminating number 4, can we add to number 2 that regular meetings of the board of education can be held twice a month except in the summer time? Because then, we can go back to the residents and say we are not taking something away, we are just reallocating it to mirror what we are currently doing today

Mrs. Petty suggested to say when the school calendar allows, because there are times when the Board can only meet once a month due to holidays, etc.

Mrs. Albanese closed out this portion of the retreat, noting that the two policies now with the minor revisions that Mr. Smith asked for, can be put back on to be approved at the next meeting.

Open to Public Agenda Items Only

This portion of the meeting is open to citizens for comment on agenda items only. Residents are to state their names, addresses, and subject matter. Comments may be limited to five minutes per person. Members of the public are discouraged from speaking negatively about an employee or a student. The Board bears no responsibility for comments made by the public. Comments regarding employees or students cannot be legally responded to by the Board. Other comments may be responded to tonight or at subsequent meetings under "old business."

A motion was made to open the meeting to public comment on agenda items.

Motion: To Approve, Moved by Board Member MICHAEL BUBBA, Seconded by Board Member DONALD PAVLAK. Passed. 8-0-0. Board Members voting Aye: ALBANESE, BADINER, BUBBA, CEBERIO, KAZAN, MORDKOFF, PAVLAK, SMITH. Board Members Absent: ESSEN.

Open to Public

This portion of the meeting is open to citizens for comment on any topic. Residents are to state their names, addresses and subject matter. Comments may be limited to five minutes per person. Members of the public are discouraged from speaking negatively about an employee or a

student. The Board bears no responsibility for comments made by the public. Comments regarding employees or students cannot be legally responded to by the Board. Other Comments may be responded to tonight under "new business" or at subsequent meetings under "old business."

A motion was made to open the meeting to public comment on any item.

Motion: To Approve, Moved by Board Member MICHAEL BUBBA, Seconded by Board Member DONALD PAVLAK. Passed. 8-0-0. Board Members voting Aye: ALBANESE, BADINER, BUBBA, CEBERIO, KAZAN, MORDKOFF, PAVLAK, SMITH. Board Members Absent: ESSEN.

Public Comments:

Klypka – a couple of things maybe I missed it. Status of the Assistant Superintendent. Do we have one? Dr. Ben-David introduced himself.

I really have mentioned this before, we really need to evaluate programs that we put on, and maybe a 2 or 3 year time period....are they doing what we were presented to do? Are they being successful or not? Not being afraid to end those programs. I think that is one thing a lot of boards are afraid of, ending programs within their district.

There being no further comments from the public, a motion was made to close the meeting to public comments.

Motion: To Approve, Moved by Board Member MICHAEL BUBBA, Seconded by Board Member MITCH BADINER. Passed. 8-0-0. Board Members voting Aye: ALBANESE, BADINER, BUBBA, CEBERIO, KAZAN, MORDKOFF, PAVLAK, SMITH. Board Members Absent: ESSEN.

Old Business

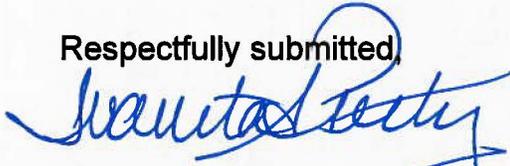
None

Adjournment

There being no further business of the Board, a motion was made to adjourn the meeting at 10:45 p.m.

Motion: To Approve, Moved by Board Member DONALD PAVLAK, Seconded by Board Member MICHAEL BUBBA. Passed. 8-0-0. Board Members voting Aye: ALBANESE, BADINER, BUBBA, CEBERIO, KAZAN, MORDKOFF, PAVLAK, SMITH. Board Members Absent: ESSEN.

Respectfully submitted,



Juanita A. Peetty, RSBA, SFO
School Business Administrator/Board Secretary

JAP/dw