



**BOARD OF EDUCATION
WAYNE TOWNSHIP PUBLIC SCHOOLS
WAYNE, NEW JERSEY
SPECIAL MEETING
December 10, 2012**

The Special Meeting of the Wayne Board of Education was held on Monday, December 10, 2012 in the Administration Building Conference Room, 50 Nellis Drive, Wayne, New Jersey 07470. The meeting was scheduled to begin at 6:30 p.m. pursuant to the terms of the Sunshine Law.

The meeting was called to order at 6:30 p.m. by Mr. Donald Pavlak, Jr., 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 December 4, 2012 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: Donald Pavlak, Jr., Kim Essen, Allan Mordkoff, Laura Stinziano, Robyn Kingston, Robert Ceberio and Jane Hutchison

LATE ARRIVAL: Mitch Badiner arrived at 6:40 p.m.

ABSENT: Don Monteyne

ALSO PRESENT : Dr. Raymond A. Gonzalez, Superintendent, Juanita A. Petty, School Business Administrator/Board Secretary, Marysol Berrios, Assistant Superintendent, Isabel Machado and Christine Martinez, Board Attorneys, and 2 members of the public

Administrative Summary Report

None

Revisions to Agenda Items

None

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 no more than five minutes per person. The Board Members request that all members of the public be courteous and mindful of the rights of other individuals when speaking. Due to confidentiality and legal rights afforded by the State of New Jersey to students and employees, no member of the public may speak negatively or in a derogatory manner about an employee or employees or about a student or students of the district for any reason at any time. All comments will be considered and a response may be forthcoming if and when appropriate. There will be no discussion during the public portion of this meeting. Comments may be responded to tonight under "new business" or at subsequent meetings under "old business."

Members of the public must consider their comments in light of the legal rights of those affected or identified in their comments and be aware that they are legally responsible and liable for their comments. The Board bears no responsibility nor will it be liable for any comments made by members of the public.

Committee Reports and Action

None

Board Retreat:

SC-13-01

- **Board Goals** SC-13-02
- **Budget Priorities 2013-2014** SC-13-03
- **QSAC Update** SC-13-04
- **Policies**

9180 School Volunteers

**9181 Volunteer Coaches and Co-Curricular Activity
Advisors/Assistants**

8500 Food Services (Open Lunch Policy)

The agenda for tonight was re-arranged due to the attorney's schedule.

POLICIES

**School Volunteers (9180) and Volunteer Coaches and Co-Curricular Activity
Advisors/Assistants (9181)**

- Isabel Machado noted current policy is compliant. Limits background checks (fingerprinting) over 20 hours.
- Discussion ensued on required State Police background check at cost of approximately \$18.00 each.
- Dr. Gonzalez noted no Administration requirements are in place to outline and enforce volunteers in buildings or at events.
- Discussion on booster club policy. Under review by Athletic Director and Attorney.
- Isabel Machado asked if Board wants to require background check in policy or Administration regulations.
- Consensus that Board Attorney prepare revised policies and regulations.

Food Services (Open Lunch Policy) (8500)

- Mr. Pavlak, Jr. noted that several car incidents have occurred with students at lunch with lower grade students in vehicles. Policy stipulates only Grade 12 students are permitted to leave campus.
- Ms. Christine Martinez, Board Attorney, noted open campus is currently in this policy but should come out and be an Administrative procedure. That way, if Administration can't control it, they must abandon it.
- Should not be in Food Services policy, so will revise to remove it.
- Administration to develop plan. Board Counsel can provide samples.

1. Request sign in, sign out, etc.
 2. If principal can't administer it, then abandon it.
- Discussion on Board level policy. Consider requirements to be attached to existing policy or new policy.
 - Implement procedures immediately.
 - Consensus to remove from Food Service and create new one simultaneously.

Isabel Machado left the meeting.

BOARD GOALS

- Dr. Gonzalez distributed Board Goals that were handed out at last retreat.
 - Communication
 - Committees
 - Trust
 - NJSBA Certified Board
- Discussion on proposed goals.

GOAL #1: COMMITTEES

- Need full committee reports and minutes need to be comprehensive. (Supports Goals 2 and 12)
- Change focus discussion away from day-to-day items - reporting done another way.
- Discussion items that affect goals, budget.
- Do not discuss items on same night they are on agenda.
- Committee must report out to full Board items to go on the next agenda. Need to slow down process.
- Administration must come to Committee with recommendation – don't ask Committee to decide – must be data-driven. Include fiscal impact statement.
- Resolution that meets goals should be identified as such on Board Agenda.
- Include how it will be evaluated. (i.e., EPIS counselors)
- Develop SOP for Committees' expectations for BOE/Administration. Detail responsibilities, reporting, etc.

GOAL #2: COMMUNICATIONS

- Internal – get information from Principals – use PTOs
- External

GOAL #3: NJSBA Certified Board

QSAC UPDATE

- Marysol Berrios distributed District scores submitted for District Assessment for QSAC.
- 12/20/12 all updated curricula will be on agenda – Instruction and Program scores should increase once we get these approved.
- Discussion ensued on Common Core alignment deadlines.

BUDGET PRIORITIES

- Discussed key budget areas to focus on or areas Board wants more information or assessment on.
- S4T: financial, qualitative, evaluations from teachers, Principals
- 8-period day
- Teaming
- Elementary Guidance Counselors
- PA at Schuyler Colfax M.S.
- 1 Class set Spanish II
- MS Grade 7 & 8 science – did Grade 6 two years ago
- SIS Program
- Analysis of Site Coordinator
- Facilities Capital
- Outsourcing Landscaping Assessment
- Alternative School - Can we bring in-house?
- Return of OOD students. Plan to keep students in District. September opening.
- Re-negotiate 5 contracts (health plan)
- Self-insurance for prescription and dental
- Look at insurance plans (Check # of hours worked for eligibility.)
- MS cycles – for World Language electives
- GATES – Montclair evaluation – effectiveness, budget impact
- Electives in HS – ½ year electives? Do we need them all? Class size?
- Master Scheduling – get consultant to review master schedule.
- Clubs - # of them; how many times do they meet? # of students?
- Professional Development – ensure staff gets what they need.
- Technology Plan for infrastructure, hardware – support Professional Development.
- Grants status
- Evaluation of inclusion program model
- 1:1 aide determinations
- Discussion held on Time Table and Action Plans for items: 13-14 budget or 14-15 budget
- Process for budget meetings
- Could be need for Administration to come for discussion.
- Suggested Administration review and come back with plan.
- What's working? What's not?
- January Retreat to formulate/finalize priorities
- Board requested status of buses at North Cove. Dr. Gonzalez and Juanita Petty updated.

Executive Session

None

- RECOMMENDED ACTION:

WHEREAS, the Wayne Township Board of Education (hereinafter referred to as the "Board") from time to time must convene into Executive Session to discuss confidential matters including but not limited to personnel issues, legal matters, student issues and labor negotiations.

WHEREAS, THE Board has on its agenda for the meeting being held on December 10, 2012 on issues relating to personnel and legal items which must be discussed in a confidential closed session.

NOW THEREFORE BE IT RESOLVED, the Board shall move into Executive Session to discuss the above referenced matter.

BE IT FURTHER RESOLVED, that the minutes of the executive session will provide as much information as possible without violating any applicable privilege or confidentiality so that the public can understand what was discussed and when available what the Board decision was.

BE IT FURTHER RESOLVED, that the minutes of the executive session will be released to the public in an appropriately redacted form within a reasonable period of time.

BE IT FUTHER RESOLVED, that the redacted portion of the executive session minutes will not be released until such time as the privilege or confidentiality is no longer applicable.

Adjournment

As there were no other business of the Board, a motion was made to adjourn the meeting at 8:28 p.m.

Motion: To Approve, Moved by Board Member LAURA STINZIANO, Seconded by Board Member ALLAN MORDKOFF. Passed. 8-0-0. Board Members voting Aye: BADINER, CEBERIO, ESSEN, HUTCHISON, KINGSTON, MORDKOFF, PAVLAK, STINZIANO. Board Members Absent: MONTEYNE.

Respectfully submitted,



Juanita A. Petty, RSBA
School Business Administrator/
Board Secretary

JAP:plc