

MONTGOMERY TOWNSHIP BOARD OF EDUCATION
Minutes of the Saturday, May 31, 2014 7:30 A.M. Special Public Meeting

These minutes have not been formally approved and are subject to change or modification.

The Montgomery Township Board of Education held a Special Public Meeting on Saturday, May 31, 2014 at 7:30 a.m.

OPENING OF THE MEETING

- A. The Montgomery Township Board of Education held a special public meeting on Saturday, May 31, 2014 in the Board of Education large conference room.
- B. Roll Call - The following Board members were present: Sandra Donnay (arrived at 7:40 a.m.), Dharmesh Doshi (arrived at 7:40 a.m.), Humberto Goldoni, Nicholas Hladick, Judy Humza, Adelle Kirk-Csontos, Anne Michaelson, Arun Rimal and Dr. Lei Yu

Also Present: Nancy Gartenberg, Superintendent
Thomas E. C. Barclay, Assistant Superintendent
Thomas M. Venanzi, School Business Administrator/
Board Secretary
Kelly Mattis, Director of Human Resources
Mary McLoughlin, Director of Pupil Services
Deborah Sarmir, Director of Curriculum

- C. President Rimal then read the following Statement of Open Meeting and Public Participation – In accordance with the State's Sunshine Law, adequate notice of this meeting was provided by mailing notice of meeting on May 27, 2014. Notice was provided to Board of Education Members, Montgomery Township Clerk, Rocky Hill Borough Clerk, Public Library, Township Posting, School Postings, PTSA Officers, Courier News, Princeton Packet, Trenton Times, and The Star Ledger.
- D. President Rimal then led everyone in the Salute to the Flag.
- E. President Rimal welcomed all to the special public meeting.


BOARD OPERATIONS

Ms. Gwen Thornton, Field Service Representative with the New Jersey School Boards Association, was present to facilitate discussions with the board and central administrative team on the development of district goals and board goals. Ms. Thornton was also present to review the board self-assessment.

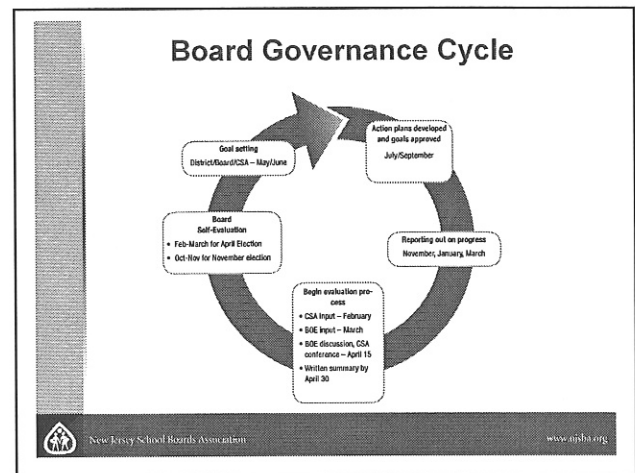
Ms. Thornton made the following power point presentation which assisted her in facilitating this discussion with the board:

Goal Setting

Data-Informed
Continuous Improvement



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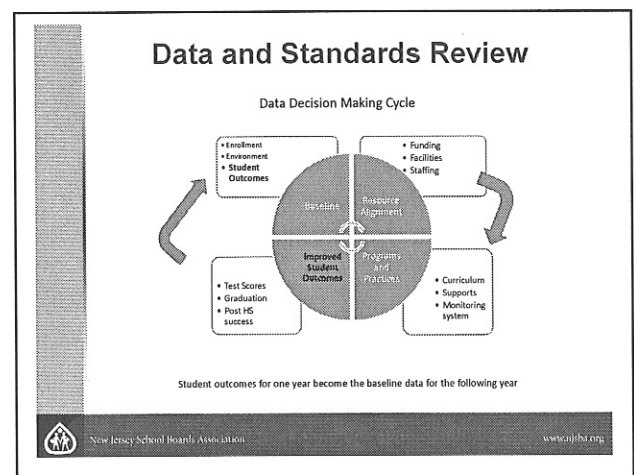


Goals are the foundation for:

- Good policy making
- Allocation of resources
- Planning of programs
- Self evaluation
- Effective communication
- Accountability
- Continuous improvement




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Continuous Improvement

A Systems Approach

Leaders of public education have the charge of creating conditions within their school districts that enable students to meet rigorous knowledge and performance standards.

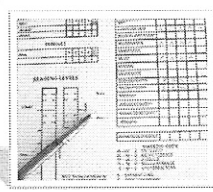

Systems thinking values that the whole, not the sum of its parts, makes the difference and that key actions are both linked and interwoven.

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Data Sources

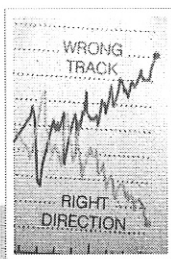
- School Performance Report
- Proprietary Assessments
- Enrollment Projections
- Graduation/Higher Education Data
- Staff/Com/Student Input
- Board Self Evaluation
- NJQSAC Report
- NCLB Waiver Requirements

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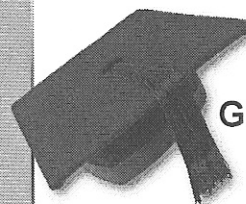
More Data Sources

- Suspension & Discipline Data
- Absentee Rates, Staff & Student
- Violence & Vandalism Report
- Bullying, Intimidation and Harassment Statistics



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Goal Development

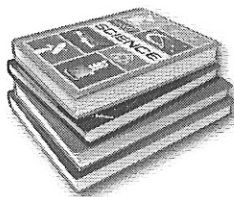


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Core Benchmark Standards

- Curriculum
- Instruction
- Assessment
- School Culture
- Student Support
- Professional Development
- Efficiency & Organization



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Goal Development



Everyone "owns" the District Goals the CSA is responsible for their completion, the Board supplies the resources necessary for their attainment.

Board Goals are set to improve process/tasks "owned" by the Board, and are evaluated in conjunction with the board self-evaluation.

CSA Personal Goals are derived from the annual leadership skills evaluation.

Merit Goals are optional and contained in the CSA's contract.

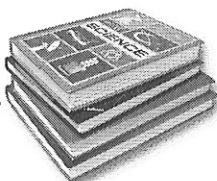


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Turnaround Principles

- Leadership
- School climate and culture
- Effective instruction
- Curriculum & assessment
- Effective staffing practices
- Effective use of data
- Effective use of time
- Effective family & community engagement



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District Goal Development

Consider...

- District mission statement
- Strategic plan
- Data
- Previous goals:
 - achieved and in progress

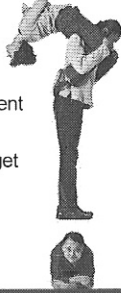


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Essential Questions: District Goals

- How is our educational program meeting the learning needs of our students?
- What does our data identify as an improvement focus?
- What input suggests a needed improvement in core areas?
- How will our financial resources and budget align and support student achievement plans and priorities?



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Achievements (con't)



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Montgomery District Goals 2012 - 2013

Goal 1: To develop specific communication protocols with parents, staff and community members that is consistent in message and reflects the vision of "Connected, Known and valued," with particular focus on the implementation of Achieve, NJ and curriculum initiatives.

Goal 2: To review, evaluate and assess current programs and staffing structures to determine gaps/needs; make specific recommendations to the board to address in a fiscally responsible and efficient manner in the following areas: special education, student/staff attendance and the organizational management structure of the district.

Goal 3: To identify and implement social-emotional programming appropriate for all schools by June 2014 and identify the appropriate assessments to measure the efficacy of the programs.



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Achievements (con't)



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Starting Point...

District strengths and recent achievements.....



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What's in Progress? Requires your increased focus?



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What's in progress (con't)



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District Goals 2014 - 2015



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What's in progress (con't)



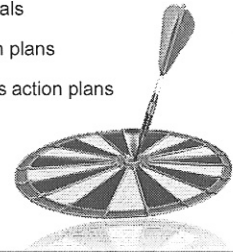
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Next Steps

District Goals

- Board adopts annual district goals
- Superintendent develops action plans
- Board reviews Superintendent's action plans
- Establish dates for frequent progress reports on goals



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Focus Areas Based on Greatest District Needs



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Montgomery Board Goal 2013-2014

To continue to actively participate in ongoing professional development that is focused on continued improvement in board governance and policy development



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Essential Questions: Board Goals

- What professional development would assist the board in improving their governance skills?
- What professional development needs does our Board Self-Evaluation indicate?
- What professional development is needed by the board in support of district goals?



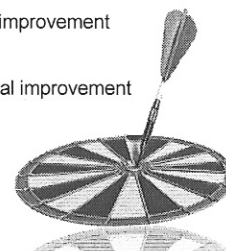
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Next Steps

Board Goals

- Board develops professional improvement plan (action plan for goals)
- Board implements professional improvement plan (action plan for goals)
- Establish dates for frequent progress reports on goals



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Board Goals 2014 - 2015



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Congratulations!

"Nothing, and we mean nothing, is more critical to the future of this world than rapidly and constantly improving systems of public schooling that serve all students."



Michael Fullan
Breakthrough



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Mr. Doshi and Ms. Donnay arrived at 7:40 a.m.

The first part of the meeting was devoted to board members sharing what they felt should be the focus for the district for the 2014-15 school year. Some of the suggestions from board members were as follows:

- Differentiated instruction
- HIB
- School Safety teams
- Diversity Training
- Teacher Evaluation Model
- Implementation of PARCC Testing
- Labor management relations
- STEAM
- Long-Range Facility Plan
- Full-Day Kindergarten implementation as early as 2016-17
- Gifted and Talented Program
- Block Schedule at UMS
- Systemic Implementation of Teacher/Mentoring Support System
- Science and Math at the high school level

- Extend our K-4 strong academic program to grades 5-8
- Full assessment of the guidance program

Ms. Thornton will take the board input into consideration and submit a report for goals and action plans to be developed as district goals for the 2014-15 school year.

Ms. Thornton informed the board that she compiled and reviewed the board self-assessment and suggested that it not be provided and that the board work on moving forward since the assessment focused more on the past. She felt that a board discussion at this session would be more productive than reviewing the self-assessment report. The board consensus was to agree with Ms. Thornton.

Ms. Thornton informed the board that she did have the opportunity to watch the board conduct its meetings and suggested that the board closely follow the use of parliamentary procedure in order to give the board meetings more structure. She indicated that it is the responsibility of the board president to implement proper procedures and to control the agenda. Her advice was to remember that the meetings of the board are for the purpose to conduct their necessary business in public session and not a meeting to have dialog with the public.

She further advised that any topics which board members wish to discuss should only be discussed if there is a motion to discuss and it is seconded and approved by the majority of the board. She also suggested that once the board votes on an issue, that any board member who was in the minority on the vote should accept the decision made by the board and move forward.

A discussion was held regarding a structure of board committee versus committee of the whole. Ms. Thornton reminded the board that committees have no authority and can only recommend items to the full board. She suggested if any board members have questions about an item in a report of a committee that it should be referred to the committee chair off line. Proceedings of committee meetings should be referenced as reports and reported by the committee chair at board meetings.

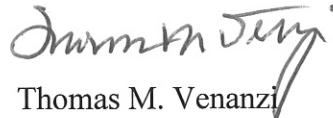
Ms. Thornton also discussed behavior at board meetings. She stated that everyone should treat each other with respect and be mindful of your body language and facial expressions. All discussions should be kept civil. If discussions get out of hand, it is up to the board president to take control of the situation. It was also stated that any personal attacks against individuals at the meeting need to be stopped by the board president immediately. The board president needs to remind the public that all comments from the public must be directed to the board president.

It was suggested by Ms. Thornton that the board goal should focus on professional development. She indicated that she would be willing to conduct ethics training for the board members in the near future. She also suggested that newly-elected board members should attend an orientation session and mentioned that one is scheduled for June 7 since this in-person training is more valuable than on-line training.

ADJOURNMENT

A motion was made by Dr. Yu and seconded by Ms. Humza to adjourn the meeting at 10:31 a.m. Upon call of the question, the motion carried unanimously.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Thomas M. Venanzi", with a stylized flourish at the end.

Thomas M. Venanzi
School Business Administrator/
Board Secretary