

ASBURY PARK BOARD OF EDUCATION ASBURY PARK, NEW JERSEY

SPECIAL MEETING MINUTES

September 5, 2019

A. PRELIMINARY

1. Statement by Board President:

This meeting was called in accordance with the provisions of the "Open Public Meetings Law," C.231, PL. 1975, and notices were forwarded to Asbury Park Press and The New Coaster, to Board Members and were posted as required.

2. Mission Statement by Board President:

Asbury Park School District will provide all students with a comprehensive and progressive education where everyone possesses the skills and character to succeed in a diverse, evolving global society.

3. Roll Call

Present:

Ms. Ahbez-Anderson, President
Ms. Etienne, Vice President
Ms. Breech (Arrived at 6:20pm)
Mr. Grillo (Arrived at 6:30pm)
Ms. Jones (Arrived at 6:40pm)
Mr. Latorraca
Ms. Lesinski
Mr. Pinckney

Absent:

Mr. Saunders Jr.

Also Present:

Mrs. Sancha Gray, Superintendent
Mr. Geoffrey Hastings, Business Administrator/Board Secretary
Mrs. Ivy Brown, Assistant Business Administrator/Assistant Board Secretary

4. Flag Salute

The group was led in the flag salute.

5. Public Participation in Accordance with Board Policy 0167

No public comment.

6. Setting Board Goals and Actions Plans/Board Member Training by Kathy Winecoff of New Jersey School Boards Association

We began the Retreat by reviewing the agenda. Topics on the agenda included:

- Reviewing the board self-evaluation
- Development of Board Goals

Board Self-Evaluation

The Board Self-Evaluation that had been completed by eight (8) of nine (9) board members. The board had averaged scores of 2.9 to 3.5. In the areas of Policy, Student Achievement, Finance, Board Operations, Board Performance, Board / Superintendent Relationships, Board/Staff Relationships and Board and Community, the scores indicate that the board has the proper processes and procedures in place in these areas. Well done! However, in the area of Planning, the board could focus attention.

Goal Setting

We then moved in to the Board Goal Setting portion of the Retreat. There are numerous handouts in your goal-setting packet and I hope they will be a valuable resource in the upcoming year.

The board recognizes that the development of the Action Plans for District Goals is the responsibility of the superintendent. The board then holds the superintendent accountable for progress toward the achievement of those district goals in the annual evaluation process.

District goals should reflect the areas in which the board/superintendent team will be most focused upon in the upcoming year. The board/superintendent team will determine how often they would like to receive updates on the progress toward the district goals over the course of the year. It is also recommended that the board report out on progress toward achievement of the board goals after the superintendent reports out on progress toward achievement of the district goals. In this way, the board, superintendent and community remain focused on the district and board goals throughout the year.

We then reviewed the 2018-2019 Board Goals.

2018-2019 Asbury Park Board of Education Goals

Goal 1: Review Policy and Procedure for Board of Education Student Representative and begin implementation during the current school year

- Student attended 1 meeting
- Student's work so it is harder for them to attend meetings
- The policy needs to be adjusted to have an alternate to attend meetings

Goal 2: Develop and implement a plan for continuous Board Professional Development in order to achieve Board Certification.

- Ethics & Roles – January 3, 2019

Goal 3: Continue to refine and implement ways to communicate "Our Story" to the Asbury Park community

- Social Media presence by the Superintendent
- The Board has petitioned the School Ethics Commission to advise on proper use of social media by board members
- Town Hall meetings – 2 have been held since 2018
- All meetings are filmed and available online
- Attending the Homeowner's Association meeting with the Superintendent

Based on the information contained in the board self-evaluation discussion and the update on the goals, the board decided to continue the previous year's goals for 2019-2020 and added a fourth goal.

2019-2020 Asbury Park Board of Education Goals

Goal 1: Review Policy and Procedure for Board of Education Student Representative and begin implementation during the current school year

- Who to select
- How to select

- Role at meeting
- Revise policy to include an alternate

Goal 2: Develop and implement a plan for continuous Board Professional Development in order to achieve Board Certification.

Goal 3: Continue to refine and implement ways to communicate “Our Story” to the Asbury Park community

- Social Media
- Town Hall meetings
- Community Information Series
 - Utilize FAQ’s
- Roving Board of Education meetings
- Showcasing our students

Remember... how we communicate is as important as the what we communicate

Goal 4: Develop Communication Protocols to improve communication between members of the Board of Education and administration.

To include:

- Social Media – develop social media protocols
- Receive agendas for Committee Meetings
- Updating the Board on both district and board goals

Next steps . . .

The next step in the goal-setting process is for the superintendent share the District goals with the Board and then develop an action plan (strategies) for each goal. The board also needs to develop Action Plans for each board goals.

District and board goals should be formally approved and the action plans should be formally accepted at a future board of education meeting (Oct.). Dates for periodic updates on progress toward achievement of these goals will need to be established. The final step will be evaluating the superintendent (in April / May 2020) on progress toward achievement of the district goals. **Be mindful that the statutory deadline for completing the superintendent’s evaluation deadline is July 01, 2020.**

Attachments to this memo include:

- Action plan template – one should be completed for each board goal
- NJQSAC Board Evaluation – this should be placed in the District NJQSAC folder
- Fair Haven Communication Protocols
- 2019-2020 Monmouth County SBA Meeting Schedule
- Board Governance Best Practices – for the Board Members to review and sign

You are all to be commended for your own personal commitment to fully participate in an open discussion on ways to continue to move your district forward. You are all very passionate about education and improving student achievement for the students of **Asbury Park School District**.

Adjournment

Motion to adjourn meeting at 7:45pm

Motion to approve: Ms. Breech

Second: Ms. Lesinski

Aye: 8 **Nay:** 0 **Abs:** 0 Upon roll call the motion was unanimously adopted.

Minutes prepared by Melissa Echevarria, Secretary to the Board.

Respectfully submitted,

Mr. Geoffrey Hastings
Business Administrator/Board Secretary