

The regular meeting of the Pennsville Board of Education was called to order at 6:00 pm on Monday, May 7, 2018 by Mrs. Bodine.

Board members present were Messrs. Acton, Chambers, Lang, Nugent, Thomas, Mrs. Cook and Mrs. Bodine. Mr. Hassler and Mrs. Staffieri-Morris were absent. Also present were Dr. Brodzik and Mr. Davidson.

Mrs. Bodine led the board in the salute to the flag and asked for a moment of silence.

Mrs. Bodine read the following statement and requested it be made a part of the minutes:

The meeting is held in accordance with the Open Public Meetings Act and advance notice was provided to the SOUTH JERSEY TIMES and the COURIER POST and posted at 30 Church Street on January 9, 2018.

Mr. Davidson had no communications.

Ms. Theresa Lewis from New Jersey School Boards Association gave an overview of the new online Superintendent Evaluation process. A brief discussion occurred regarding the new process. (Attachment "A")

Mr. Curry of 27 South Broadway, Pennsville, New Jersey presented the plans for proposed improvements to the Veteran's Memorial in front of the Pennsville Memorial High School. He noted that all materials and maintenance will be donated by the Pennsville Rotary Club. Discussion occurred. (Attachment "B")

The board, as a Committee of the Whole, reviewed the agenda items for the May 29, 2018 board meeting.

Mrs. Bodine stated that the following block 1NB-28NB. She asked if any board member had a resolution for withdrawal from the block to be voted on separately. No one did. Mr. Chambers noted he will abstain from voting on 05-07-11NB, 05-07-13NB, and 05-07-15NB.

On recommendation of the Superintendent, Mr. Chambers moved the board:

Approve to re-employ Carol Dolbow, Licensed Practical Nurse: Educational Setting and Support, for the 2018-2019 school year at the contractual salary of \$32,075.

Approve to re-employ Larry Brody, Piano Accompanist at the various schools, for the 2018-2019 school year at the contractual salary of \$25,663, plus a \$325 degree stipend, and a \$600 longevity stipend

Approve to re-employ the following tenured Maintenance/Head Maintenance Workers for the 2018-2019 school year at the salaries listed effective July 1, 2018 through June 30, 2019:

MEETING CALLED TO ORDER

ROLL CALL

FLAG SALUTE

OPEN PUBLIC MEETINGS ACT

COMMUNICATIONS

SUPERINTENDENT EVALUATION PRESENTATION

PENNSVILLE ROTARY VETERAN'S MEMORIAL

REVIEW AGENDA ITEMS

RE-EMPLOY:
C. DOLBOW
2018-19

RE-EMPLOY:
L. BRODY
2018-19

RE-EMPLOY:
TENURED
MAINTENANCE/HEAD
MAINT. WORKERS
2018-19

Name	Guide	Step	Salary	Longevity	Stipend
Russell Emmons	Maintenance	16	\$55,375	\$0	\$5,000 (electrical license)
Timothy Hall	Maintenance	5-6	\$46,825	\$0	\$0
Brian Savage	Maintenance	11	\$50,625	\$0	\$0
Michael Simpkins	Head Maintenance	24	\$67,975	\$800	\$0
Steven Tyson	Maintenance/ Groundskeeper	25	\$63,925	\$1,200	\$0

Approve to re-employ the following tenured Secretaries for the 2018-2019 school year at the salaries listed effective July 1, 2018 through June 30, 2019:

RE-EMPLOY:
TENURED
SECRETARIES
2018-19

Name	Step	Salary	Longevity	Degree
Denise Allen	20	\$60,000	\$900	\$0
Kimberly Burkentine	20	\$60,000	\$1,350	\$600
Shari Chase	20	\$60,000	\$1,800	\$0
Sandra Crowley	20	\$60,000	\$1,350	\$0
Kimberly George	20	\$61,766	\$1,350	\$600
Wendy Hankin	10	\$50,020	\$0	\$600
Ammey Kennedy	16	\$54,600	\$450	\$0
Susan Millard	20	\$60,000	\$1,350	\$600
Barbara Miller	20	\$60,000	\$1,350	\$0
JoEmma Sauer	11	\$50,720	\$0	\$0
Meredith Sobelman	11	\$50,720	\$	\$0

Approve to re-employ the following non-tenured Secretary for the 2018-2019 school year at the salary listed effective July 1, 2018 through June 30, 2019:

RE-EMPLOY:
C. MOONEY 2018-19

Name	Step	Salary	Longevity	Degree
Concetta Mooney	7	\$47,920	\$0	\$0

Approve to re-employ Donald Palmucci, Student Assistance Coordinator (SAC), for the 2018-2019 school year on Step 8 of the Master's Guide at an annual salary of \$69,409, effective July 1, 2018 through June 30, 2019.

RE-EMPLOY:
D. PALMUCCI
2018-19

Approve to re-employ Brent Wylie, Athletic Trainer, for the 2018-2019 school year on Step 13 of the Bachelor's Guide at an annual salary of \$67,300, plus an athletic trainer contractual stipend of \$3,500, effective July 1, 2018 through June 30, 2019.

RE-EMPLOY:
B. WYLIE
2018-19

Approve to re-employ the following tenured Technology Technicians for the 2018-2019 school year at the salaries listed effective July 1, 2018 through June 30, 2019:

RE-EMPLOY:
TENURED
TECHNOLOGY
TECHNICIANS
2018-19

Name	Salary	Stipend
Shaun Bailey	\$50,914	\$0
John Straub	\$54,950	\$0

Approve to appoint John Willadsen as Treasurer of School Monies, for the 2018-2019 school year at an annual salary of \$5,800, effective July 1, 2018 through June 30, 2019.

TREASURER OF
SCHOOL MONIES
2018-19

Approve to re-employ Patricia Applegate, Part-time Title I (50%) Teacher for the 2018-2019 school year, pending receipt of grant funding, at the annual salary of \$24,750, effective July 1, 2018 through June 30, 2019.

RE-EMPLOY:
P. APPEGATE
2018-19

Approve to re-employ the following list of Paraprofessional Aides for the 2018-2019 school year at the salaries and steps listed effective July 1, 2018 through June 30, 2019:

RE-EMPLOY:
PARA. AIDES
2018-19

Name	Step	Salary	Longevity	Degree
Theresa Bard	8	\$21,242	\$300	\$0
Antonia Belitsas	5	\$18,512	\$0	\$0
Uzma Bhatti	1-2	\$17,912	\$0	\$0
Rachel Black	4	\$18,312	\$0	\$0
June Boos	8	\$21,242	\$600	\$0
Mary Caltabiano	8	\$21,242	\$0	\$0

Stephanie Chapman	8	\$21,242	\$900	\$325
Kathleen Chamberlain	8	\$21,242	\$0	\$325
Lisa Darling	5A	\$19,162	\$0	\$325
Bethany Dilks-DePew	5	\$18,512	\$0	\$325
Samantha Ecret	5A	\$19,162	\$300	\$325
Ivan Frampton	1-2	\$17,912	\$0	\$325
Heather Greene	4	\$18,312	\$0	\$325
Sheryle Homan	8	\$21,242	\$900	\$0
Susan Hopely	8	\$21,242	\$600	\$0
Gayle Johnson	8	\$21,242	\$0	\$0
Megan Johnson	3	\$18,112	\$0	\$325
Nicolette Kuehnappel	8	\$21,242	\$0	\$325
Stephanee LaCount	8	\$21,242	\$300	\$0
Natalie McAllister	8	\$21,242	\$300	\$325
Mary-Ann Manzelmann	8	\$21,242	\$300	\$0
Adeline McLaughlin	4	\$18,312	\$0	\$0
Gail Miller	8	\$21,242	\$300	\$0
Stacey Minch	8	\$21,242	\$900	\$0
Carol Niblock	8	\$21,242	\$900	\$0
Eugenia Niblock	8	\$21,242	\$900	\$0
Brooke Shoemaker	5	\$18,512	\$0	\$0
Lori Silver	4	\$18,312	\$0	\$325
Marion Sipple	8	\$21,242	\$300	\$0
Casey Slusher	8	\$21,242	\$600	\$0

Kathryn Stafford	8	\$21,242	\$900	\$0
Roxanne Taylor	8	\$21,242	\$600	\$0
Suzanne Travis	8	\$21,242	\$900	\$325
Stephanie Wagner	6	\$19,812	\$0	\$325
Michelle Westfield	8	\$21,242	\$600	\$325

Approve to re-employ the following list of tenured Supervisors for the 2018-2019 school year at the salaries and steps listed effective July 1, 2018 through June 30, 2019:

RE-EMPLOY:
TENURED
SUPERVISORS
2018-19

Name	PASA Supervisor's Guide/Step	Salary	Longevity
Kyle Baker-Plale	6	\$82,264	\$0
Nancy Gibau	15	\$102,699	\$1,210
Marian Sennstrom	5	\$80,750	\$0
Jamison Thomas	9	\$93,400	\$1,210

Approve to re-employ the following list of tenured and non-tenured Administrators for the 2018-2019 school year at the salaries and steps listed effective July 1, 2018 through June 30, 2019:

RE-EMPLOY:
TENURED &
NON-TENURED
ADMINISTRATORS
2018-19

Name	PASA Guide/Step	Salary	Longevity	Tenured
Bobbie-Ann Jordan	MS/EL 8	\$105,700	\$1,485	Yes
Steven Hindman	MS/EL 9	\$112,500	\$0	No
Mark Zoppina	MS/EL 7	\$101,700	\$1,210	Yes
Sheila Burris	MS/EL 12	\$122,468	\$1,760	Yes
Carolyn Carels	VP 10	\$101,670	\$1,210	Yes
Matthew McFarland	HS 8	\$115,850	\$1,210	Yes

Alicia Busillo	VP 7	\$93,670	\$0	Yes
Adam Slusher	VP 3	\$86,950	\$0	No

Approve to re-employ the following list of non-tenured Teachers for the 2018-2019 school year at the salaries and steps listed effective July 1, 2018 through June 30, 2019:

RE-EMPLOY:
NON-TENURED
TEACHERS 2018-19

Name	Guide	Step	Salary
Kasandra Blaho	Master's	3-4	\$52,441
Eileen Brennan	Bachelor's	3-4	\$49,800
Judith Burnett	Master's	6	\$54,741
Candis Campbell	Bachelor's	6	\$52,100
Darnell Coleman	Master's	5	\$52,741
Anna DeCastro	Bachelor's	3-4	\$49,800
Michelle Devlin	Bachelor's	5	\$50,100
Cathy DiAntonio	Bachelor's	5	\$50,100
Maoli Du	Master's	5A	\$53,241
Kelsey Enright	Master's	1-2	\$52,141
Michael Entrekin	Master's	6	\$54,741
Jana Golboro	Master's	3-4	\$52,441
Peter Golboro	Master's	3-4	\$52,441
Emma Hagerty	Master's	3-4	\$52,441
Pamela Henderson	Bachelor's	5	\$50,100
Shantia Hollis	Master's	3-4	\$52,441
Rebecca Hood	Master's	9	\$59,541
Rachel Hunt	Bachelor's	9	\$56,900
Jenny Klein	Bachelor's	3-4	\$49,800
Michael Longstreth	Bachelor's	3-4	\$49,800
Alexa Mastella	Master's	3-4	\$52,441
Amber McCullough	Bachelor's	3-4	\$49,800

Melissa Meadows	Master's	8	\$57,841
Debra Meyer	Bachelor's	3-4	\$49,800
Christine Niblock	Master's	5	\$52,741
Brittany O'Shea	Master's	3-4	\$52,441
Tracey Panas	Master's	16	\$84,841
Kim Peccini	Master's	3-4	\$52,441
Mathew Plale	Master's	3-4	\$52,441
Renee Rafter	Master's	1-2	\$52,141
Tanya Rinnier	Bachelor's	13A	\$70,400
Wilfredo Rodriguez	Bachelor's plus 30	1-2	\$50,848
Gabrielle Rossi	Bachelor's	1-2	\$49,500
Courtney Rousak	Bachelor's	5A	\$50,600
Jacquelyn Spears	Bachelor's	11	\$61,500
Alexa Wachowski	Bachelor's	3-4	\$49,800
Ashley White	Bachelor's	3-4	\$49,800
Cara Yahrling	Master's	6	\$54,741

Approve to re-employ the following list of tenured Teachers for the 2018-2019 school year at the salaries and steps listed effective July 1, 2018 through June 30, 2019:

RE-EMPLOY:
TENURED TEACHERS
2018-19

Name	Guide	Step	Salary
Justine Adams	Master's	6	\$54,741
Michael Adams	Bachelor's	7	\$53,600
Lisa Armstrong	Master's	7	\$56,241
Sharon Ball	Bachelor's	13A	\$70,400
Jessica Bakan	Master's	5	\$52,741
Amy Baran	Bachelor's plus 30	5	\$51,448
Robert Belding	Doctorate's	13A	\$76,923
Rita Bennett	Doctorate's	16	\$88,723

Lorraine Beyl	Bachelor's	5	\$50,100
Susan Bobjak	Bachelor's	16	\$82,200
Lauren Bowen	Bachelor's	6	\$52,100
Edward Bowman	Bachelor's	11	\$61,500
Laura Brickner	Master's	11	\$64,141
Julie Brown	Master's plus 30	8	\$59,135
Robin Bunch	Master's	16	\$84,841
Cherie Burns	Bachelor's	9	\$56,900
Susan Burstein	Master's	16	\$84,841
Julie Carpenter	Master's	5A	\$53,241
Melanie Carpenter	Master's plus 30	8	\$59,135
Diana Castiglione	Bachelor's	13	\$67,300
Cami Chambers	Bachelor's	8	\$55,200
Sarah Chapkowski	Master's	7	\$56,241
Jenifer Clayton	Master's	5	\$52,741
Lisa Colna	Master's	16	\$84,841
Susan Conway	Bachelor's	16	\$82,200
John Cooksey	Bachelor's	16	\$82,200
Rachael Cowdrick	Master's	9	\$59,541
Brian Dalzell	Master's	5	\$52,741
Terry Davis	Master's	9	\$58,028
Michael DeFillippis	Bachelor's	5	\$50,100
Torri Dobson	Master's	8	\$57,841
Lisa Doran	Bachelor's	12	\$64,300
Kelly Dorsey	Bachelor's plus 30	9	\$58,248
Keith Dunkelberger	Master's plus 30	9	\$60,835
Anastasia Eckler	Bachelor's	5	\$50,100
Robin Efelis	Master's	9	\$59,541

Cara Engler	Master's	9	\$59,541
Joanne Ercoli	Bachelor's	16	\$82,200
Melanie Fairfield	Bachelor's	12	\$64,300
Stephanie Farmer	Master's	5	\$52,741
Frank Ferro	Bachelor's	5A	\$50,600
Colleen Fulmer	Master's	16	\$84,841
Ronald Fulmer	Bachelor's	16	\$82,200
Brett Gemberling	Bachelor's	16	\$82,200
Michelle Getler	Bachelor's	5	\$50,100
Heather Graff	Master's	11	\$64,141
Jacqueline Graff	Master's	16	\$84,841
Gerald Grasso	Master's	16	\$84,841
Gregory Greenzweig	Bachelor's	16	\$82,200
Adam Griscom	Bachelor's	7	\$53,600
Cheryl Guglielmo	Master's	7	\$56,241
Ann Haeffner	Bachelor's	11	\$61,500
Patricia Hannum	Master's	16	\$84,841
Michael Healy	Bachelor's	5	\$50,100
Jacqueline Hemdani	Master's	16	\$84,841
Howard Herrmann	Master's	16	\$84,841
Emily Higgins	Master's	6	\$54,741
Tammy Hildreth	Bachelor's	11	\$61,500
Theresa Hooks	Bachelor's	13	\$67,300
Christine Hoopes-Ayares	Bachelor's	16	\$82,200
Martha Hovanec	Master's	16	\$84,841
Justin Hoyt	Bachelor's	9	\$56,900
Charlotte Humphries	Master's	16	\$84,841

Laurie Hyatt	Bachelor's	7	\$53,600
Beth Jackson	Master's	9	\$59,541
Danielle Khairzada	Master's	12	\$66,941
Susan Kibbe	Master's	12	\$66,941
Joseph Kille	Master's	7	\$56,241
Kathy Krough	Bachelor's	16	\$82,200
Daniel LaMont	Bachelor's plus 30	11	\$62,848
Gwen LaPalomento	Master's	9	\$59,541
Maria LaTorre	Bachelor's	16	\$82,200
Christine Laughrey	Bachelor's	9	\$56,900
Matthew Leino	Bachelor's	16	\$82,200
Kevin Lewis	Master's	5A	\$53,241
Cynthia Madara	Bachelor's	16	\$82,200
Jenifer Mancine	Bachelor's	16	\$82,200
Laura Marks	Bachelor's	5	\$50,100
Cristina Martin	Bachelor's plus 30	9	\$58,248
Matthew Martin	Bachelor's	5	\$50,100
Meghan Martin	Bachelor's	5	\$50,100
Christine Matylewicz	Bachelor's	16	\$82,200
Katelyn Maxwell	Bachelor's	3-4	\$49,800
Angela McCarthy	Master's	5	\$52,741
Pamela McClincy	Master's	8	\$57,841
Megan McHenry	Bachelor's	9	\$56,900
Christina Micallef	Bachelor's	5	\$50,100
Jennifer Miller	Master's	11	\$64,141
Gary Minguez	Bachelor's	8	\$55,200
Michelle Mistichelli	Bachelor's	13A	\$70,400
Beth Ann Moulder	Bachelor's	5	\$50,100

Eric Mulford	Bachelor's	7	\$53,600
Lindsey Mulford	Master's	7	\$56,241
Kevin Mulhern	Master's	11	\$64,141
Patricia Mulligan	Bachelor's	16	\$82,200
Virginia Narolewski	Master's	11	\$64,141
Christina Neff	Master's	9	\$59,541
Erik Nelson	Bachelor's	8	\$55,200
Mary Nucifore	Bachelor's	5	\$50,100
Jamie O'Brien	Master's	6	\$54,741
Matthew O'Brien	Master's	9	\$59,541
John Oehler	Bachelor's	8	\$55,200
Kristina Oehler	Bachelor's	5A	\$50,600
Dana Olcott	Bachelor's	6	\$52,100
Jennifer Palestini	Bachelor's	5A	\$50,600
Joanne Parker	Master's	9	\$59,541
Mary Patrick	Master's	9	\$59,541
Jennifer Paul	Master's	7	\$56,241
Michelle Pedrick	Bachelor's	16	\$82,200
Maria Petro	Bachelor's	16	\$82,200
Melanie Polk	Bachelor's	11	\$61,500
Lisa Powers	Bachelor's	16	\$82,200
Colleen Press	Bachelor's	9	\$56,900
Monika Puitz	Bachelor's	6	\$52,100
Laura Quan	Master's plus 30	9	\$60,835
Nicholas Ramos	Bachelor's	7	\$53,600
Joseph Reilley	Master's	11	\$64,141
Colleen Reilly	Bachelor's	16	\$82,200
Katherine Reilly	Bachelor's	7	\$53,600

Jennifer Reiter	Bachelor's	11	\$61,500
Candelle Richman	Bachelor's plus 30	9	\$58,248
Frances Riley	Bachelor's	16	\$82,200
Alyssa Robishaw	Bachelor's	7	\$53,600
Dion Romolini	Bachelor's	7	\$53,600
Julia Scioli	Bachelor's	6	\$52,100
Jill Schoenberg	Master's	9	\$59,541
Ashley Serfass	Master's	5	\$52,741
Patricia Shields	Master's	16	\$84,841
Marylou Short	Bachelor's	16	\$82,200
Geoffrey Shute	Bachelor's	12	\$64,300
Cynthia Silver	Master's	16	\$84,841
Justin Simmons	Bachelor's	5A	\$50,600
Cathy Smith	Master's	8	\$57,841
Jennifer Spears	Bachelor's plus 30	13	\$68,648
Regina Strzalkowska	Bachelor's plus 30	16	\$83,548
Julie Tunnicliffe	Bachelor's	9	\$56,900
Tracy Turner	Bachelor's	16	\$82,200
Wendy Van Gemert	Bachelor's	12	\$64,300
Jessica Veale	Bachelor's	5	\$50,100
Gloria Walters	Bachelor's	9	\$56,900
Linda Wardell	Master's plus 30	16	\$86,135
Nicole Warrington	Master's	8	\$57,841
Susan Weaver	Master's	16	\$84,841
Jennifer Webb	Bachelor's plus 30	13	\$68,648
Pamela Wheatley	Bachelor's	16	\$82,200
Wade Whitehead	Master's	16	\$84,841
Jared Williams	Bachelor's plus 30	9	\$58,248

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Ryan Wood	Bachelor's	11	\$61,500
Julie Wyshinski	Bachelor's	16	\$82,200

Approve to re-employ the following Receptionists (Part-time/25 hours per week) at the rate of \$11.25 per hour, effective July 1, 2018 through June 30, 2019:

RE-EMPLOY:
RECEPTIONISTS
2018-19

- Lorraine Herrmann
- Vicki Taylor

Approve to re-employ the following Lunch Aides for the 2018-2019 school year, at the rate of \$9.25 per hour worked:

RE-EMPLOY: LUNCH
AIDES 2018-19

Valley Park (2 hours each)

- Janice Boucher
- Kathleen Boyce
- Darlene Briggs
- Lynn Hall
- Candis Reeves-Lawrence
- Jennifer Sebell

Central Park (2 hours each)

- Kathleen Hernandez
- Jennie Williams

Penn Beach (2 hours each)

- Amy Deans
- Vonnie Kite
- Jill Stec

Pennsville Middle School (2.5 hours)

- Marlene Brubaker

Approve the following individual, who has criminal history approval, to the Substitute Paraprofessional Aide list for the 2017-2018 school year at the rate of \$70.00 per day worked.

SUB. PARA. AIDE:
A. MADARA
2017-18

- Alyssa Madara

Approve to employ the following staff as Summer Bridge employees, effective Monday through Thursday, July 9, 2018 through August 2, 2018, 8 a.m. to 1 p.m., at the rate of \$31.15 per hour worked:

EMPLOY: SUMMER
BRIDGE 2018-19

- Jessica Bakan - Teacher
- Judith Burnett - Teacher
- Susan Burstein - Speech and Language Specialist (not to exceed 80 hrs)
- Candis Campbell - Teacher
- Melanie Carpenter - Teacher
- Jenifer Clayton - Teacher

- Susan Conway - Teacher
- Rachael Cowdrick - Teacher
- Michelle Devlin - Teacher
- Cathy DiAntonio - Teacher
- Kelly Dorsey - Teacher
- Cara Engler - Teacher
- Michael Entrekin - Teacher in Charge (10 additional hours)
- Melanie Fairfield - Teacher
- Frank Ferro - Teacher
- Michelle Getler - Teacher
- Emma Hagerty - Teacher
- Howard Herrmann - Teacher
- Shantia Hollis - Teacher
- Beth Jackson - Teacher
- Danielle Khairzada - Teacher
- Jenny Klein - Teacher
- Michael Longstreth - Teacher
- Laura Marks - Teacher
- Meghan Martin - Teacher
- Alexa Mastella - Teacher
- Pamela McClincy - Teacher
- Amber McCullough - Teacher
- Debra Meyer - Teacher
- Beth Moulder - Teacher
- Jamie O'Brien - Teacher
- Judith Pollock - Nurse (Valley Park)
- Lisa Powers - Teacher in Charge (10 additional hours)
- Kelsey Quattrochi - Teacher
- Katherine Reilly - Teacher
- Gloria Walters - Teacher
- Marilyn Willis - Nurse (Penn Beach)

Approve to employ the following paraprofessional aides as Summer Bridge employees, effective Monday through Thursday, July 9, 2018 through August 2, 2018, 8 a.m. to 1 p.m., at their per diem hourly rate:

EMPLOY PARA.
AIDES: SUMMER
BRIDGE 2018-19

- Antonia Belitsas
- Uzma Bhatti
- Tina Bohn
- Lisa Darling
- Ivan Frampton
- Heather Greene
- Megan Johnson
- Nicolette Kuehnappel
- Alyssa Madara
- Adeline McLaughlin
- Kathryn Stafford
- Roxanne Taylor

Approve with regret the resignation of Casey Knight, Paraprofessional at the Valley Park Elementary School, effective June 30, 2018. Inherent in this motion is to post and advertise, as per the negotiated agreement, if

RESIGNATION:
C. KNIGHT

necessary.

Approve the transfer of Terry Davis, Special Education Teacher at the Valley Park Elementary School, to Special Education Teacher at the Pennsville Memorial High School, effective for the 2018-2019 school year.

TRANSFER:
T. DAVIS

Approve Field Trips:

FIELD TRIPS

- June 01, 2018, for 15 Students and 2 Adults.
- June 13, 2018, for 137 Students and at least 10 Adults. June 15, 2018 rain date.

Approve Ginny Narolewski to attend the Level Intensive Mentorship Program: Reasoning in Intervention in Norfolk, Virginia, on June 6-10, 2018, with a registration fee of \$1675. With additional expenses not to exceed \$3163.44

WORKSHOP

Accept the donation of time and materials from the Pennsville Rotary Club for the beautification of the Veteran's Memorial located on the grounds of the Pennsville Memorial High School as presented, with an estimated value of \$5,000.00

DONATION: PV
ROTARY
CLUB-VETERAN'S
MEMORIAL

Accept a donation of school supplies from Verizon to Valley Park Elementary School for the "Teachers Rock" campaign, valued at approximately \$200.00.

DONATION:
VERIZON/VP

Approve the resolution approving the submission of an application for participation in the Local Government Energy Audit Program of the New Jersey Board of Public Utilities. (Attachment "C")

LOCAL GOV. ENERGY
AUDIT PROGRAM

Accept the negative change order (credit) amount of \$500,426.02 from R. E. Pierson Construction Company, Inc. that will be used on the roof projects.

NEGATIVE CHANGE
ORDER:
R. E. PIERSON

Mr. Nugent seconded the motion. Voting in favor of the motion were Messrs. Acton, Lang, Nugent, Thomas, Mrs. Cook and Mrs. Bodine. Total 6. Mr. Chambers voted in favor of the motion but abstained from voting on 05-07-11NB, 05-07-13NB, and 05-07-15NB. Mr. Hassler and Mrs. Staffieri-Morris were absent. Motion Carried.

Mr. Slusher gave a presentation to the board of proposed upgrades to the athletic program such as a new mascot costume and changes to the baseball program. He also discussed a new NJSIAA schedule for the fall that could affect the 2018 Thanksgiving football game. Discussion occurred. (Attachment "D")

ATHLETIC
PRESENTATION

Mr. Lang praised the Pennsville Related Arts for their accomplishments in New York City.

BOARD MEMBER
REPORTS

On recommendation of the Superintendent, Mr. Acton moved the board affirm the findings and conclusions of the Case Report. Mr. Thomas seconded the motion which was unanimously approved on roll call vote.

HIB CASE REPORTS

Mr. Lang moved the meeting be adjourned. Mr. Thomas seconded the motion which was unanimously approved on voice call vote.

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Meeting adjourned at 8:15 pm.

ADJOURNMENT

The following materials were available for public review at this meeting:
Agenda.

MATERIALS
AVAILABLE FOR
REVIEW

Respectfully submitted,



Richard Davidson
Secretary

Guide to the Chief School Administrator Evaluation Process



New Jersey School Boards Association

A MESSAGE FROM NJSBA AND NJASA

Dear Board of Education Members and Superintendents,

The process of evaluating your district's leadership can prompt conversation and communication that can help boards of education and superintendents move their districts to greater success.

Two years ago, NJSBA and NJASA working collaboratively, began the task of reviewing the annual superintendent evaluation procedures. Using input from board members and superintendents, we analyzed the process and examined statute and code to ensure the procedures met the guidelines set forth in both.

We looked closely at the document with the goal of making this important process more engaging and relevant to today's standards of leadership as adopted by the State Board of Education. During the review process, we examined evaluation tools from other states and studied the job description of the superintendent. We also scrutinized the 2015 Professional Standards for Educational Leaders (formerly known as ISLLC Standards). We translated all of that work into a new evaluation process and document.

In the new process, you will see an emphasis on an assessment pre-conference for an exchange of information that will assist board members in their completion of the evaluation. The document contains new standards and indicators, as well as a new rubric constructed for each standard. Additionally, a new tool was developed to help boards prepare the final evaluation narrative. These are only a few of the changes that we have incorporated.

We began the official rollout of the process at Workshop 2017 in Atlantic City. Please contact us to find out more about the updated process and the new document.

The new evaluation tool will be available on NJSBA's website at www.njsba.org.

Dr. Lawrence S. Feinsod
Executive Director, NJSBA



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Executive Director, NJASA



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INTRODUCTION TO THE SUPERINTENDENT EVALUATION TOOL AND PROCESS

This guide, along with the accompanying resources, is designed to help school board members and superintendents implement an effective, meaningful superintendent evaluation process that is focused on improving student achievement.

Evaluation of a superintendent's performance is one of a school board's most important and statutorily required responsibilities. A high quality evaluation process helps develop and maintain a positive board-superintendent relationship, clarifies leadership roles, creates common understandings, and provides for accountability.

A fair and comprehensive evaluation tool provides objective measures of performance. Critical components of the process include:

- **Documentation** – multiple sources of supporting evidence
- **Ratings** – measures of performance expectations
- **Criteria** – goals, standards/indicators
- **Written Comments** – provide useful information for continuous improvement
- **Majority Opinion** – process in place to reflect the viewpoint of the Board majority in the superintendent's annual evaluation
- **Evaluation Conferences** – face-to-face communication that is essential to developing a common vision and understanding.

Documentation

In order to develop a complete picture of the superintendent's performance, board members should use multiple evidence-based documents. This evaluation tool allows the superintendent to provide documents that can support his/her accomplishments in both the district goals and the six leadership standards. Board members should use the Selected Evidence provided by the superintendent as reference material when making their assessment of performance.

Each standard contains a suggested listing of resources for board member consideration.

STANDARD 1 Mission, Vision, and Core Values

Effective educational leaders advocate, enact, and communicate a shared mission, vision and core values of high quality education that promotes each student's academic success and well-being.



Sample Resources for Standard 1 may include: Communication regarding Mission Statement, Vision Statement and connections to district initiatives; Agendas/minutes from meetings where statements were developed, reviewed and/or updated; Connections between allocation of resources in budget and Mission and Vision statement; Agendas where data was used to review attainment toward district goals.

Superintendent Selected Evidence for Standard 1



(Documents provided by Superintendent)

Ratings

The category ratings that define measures of expected performance are:

- Exemplary
- Proficient (Expected level of performance)
- Area for Growth
- Unsatisfactory
- Not Observed

The rating scale is in rubric form, with a unique definition of the category rating for each standard. This should provide board members with a reliable interpretation of the rating to ensure consistency among evaluators in assessing how well a standard is performed by the superintendent.

INTRODUCTION TO THE SUPERINTENDENT EVALUATION TOOL AND PROCESS

Standard 1: Mission, Vision and Core Values

Effective Educational Leaders advocate, enact, and communicate a shared mission, vision and core values of high quality education that promotes each student's academic success and well-being.

Std 1 Sample Rating Scale Definition	EXEMPLARY	The superintendent consistently advocates, enacts, communicates and sustains a shared mission, vision and core values in a manner that includes all district stakeholders and has a strong positive impact on student success.
	PROFICIENT	The superintendent advocates, enacts and communicates a shared mission, vision and core values in a manner that promotes student success.
	AREA FOR GROWTH	The superintendent has some success in advocating, enacting and communicating a shared mission, vision and core values. Progress is anticipated in this standard.
	UNSATISFACTORY	The superintendent does not advocate, enact or communicate a shared mission, vision and core values in a manner that promotes student success.
	NOT OBSERVED	Neither positive nor negative. Insufficient personal experience to evaluate.

Criteria

Standards Performance standards define the major categories of expectations of the work, qualities and values of effective educational leaders that promote each student's academic success and well-being.

Indicators Each standard has a listing of indicators that serve as examples of the types of performance that will occur if the standard is being fulfilled.

Ratings of Standards/Indicators While ratings are requested for each indicator, the superintendent's performance is being assessed on the overall accomplishment of the standard. Rating the indicators will ensure that thoughtful consideration has been given to each indicator as a means to an objective assessment as to how well each standard has been performed.

Standard Name	Standard
STANDARD 1 and INDICATORS	PERFORMANCE LEVEL
MISSION, VISION and CORE VALUES. Effective educational leaders advocate, enact, and communicate a shared mission, vision and core values of high quality education.	Exemplary Proficient Area for Growth Unsatisfactory Not Observed
1. Has strong shared beliefs and values and a vision of high expectations about what is possible for students and their ability to learn.	X
2. In collaboration with the board, creates processes to ensure that the district's vision, mission and goals establish priorities, drives decisions and allocation of resources; and reflects student achievement expectations.	X
3. Leads the ongoing development and review of the district's vision, mission, and both long- and short-term goals; and engages stakeholders in the process.	X
4. Collects, uses, and shares data to identify goals, assess organizational effectiveness, and promote organizational learning.	X
BOARD MEMBER ASSESSMENT OF STANDARD 1	
EXEMPLARY	PROFICIENT
AREA FOR GROWTH	UNSATISFACTORY
NOT OBSERVED	
Overall Rating of performance on the Standard	

INTRODUCTION TO THE SUPERINTENDENT EVALUATION TOOL AND PROCESS

Written Comments

Superintendent to the Board Written comments offer targeted evidence to the board to support the superintendent's self-assessment rating of the achievement of the district goals.

Board to Board After each goal and standard, board members should support/explain their ratings to provide a clearer understanding to fellow board members. Written comments are especially helpful when the overall rating is exemplary or unsatisfactory.

Board to Superintendent After each goal and standard, the board should use written comments as a valuable communication tool to support/express the viewpoint of the board majority to identify accomplishments, support continuous growth, and provide actionable feedback.

Evaluation Conferences

Evaluation Pre-conference Before the superintendent begins his/her self-assessment, the board and superintendent should have a face-to-face meeting to clarify expectations and accomplishments.

Annual Summary Conference An annual summary conference between the board (majority of total membership present) and the superintendent is required to review the performance of the superintendent in the achievement of the district goals and standards that support student progress.

Process to Reflect the Views of the Board Majority

- Individual board member responses are compiled by NJSBA into one document. No individual board member assessment is identifiable.
- Board reviews the compilation of all responses and determines the majority opinion. (Rice Notice required)
- Board president (or designee) uses the majority opinion to write an Annual Performance Report.
- Annual Performance Report is discussed at the Annual Summary Conference between the board and the superintendent.

INTRODUCTION TO THE SUPERINTENDENT EVALUATION TOOL AND PROCESS

Template for Annual Performance Report

Using the compilation and through board discussion, below is a blank template that can be completed by the board and used to reflect the viewpoint of the Board majority. It can serve as the superintendent's Annual Performance Report.

Progress Toward District Goals

District Goal #1:	
Indicators of Student Progress:	
	This goal has been achieved.
✓	Satisfactory progress has been made on this goal.
	Little to no progress has been made on this goal.
Remarks supporting rating:	

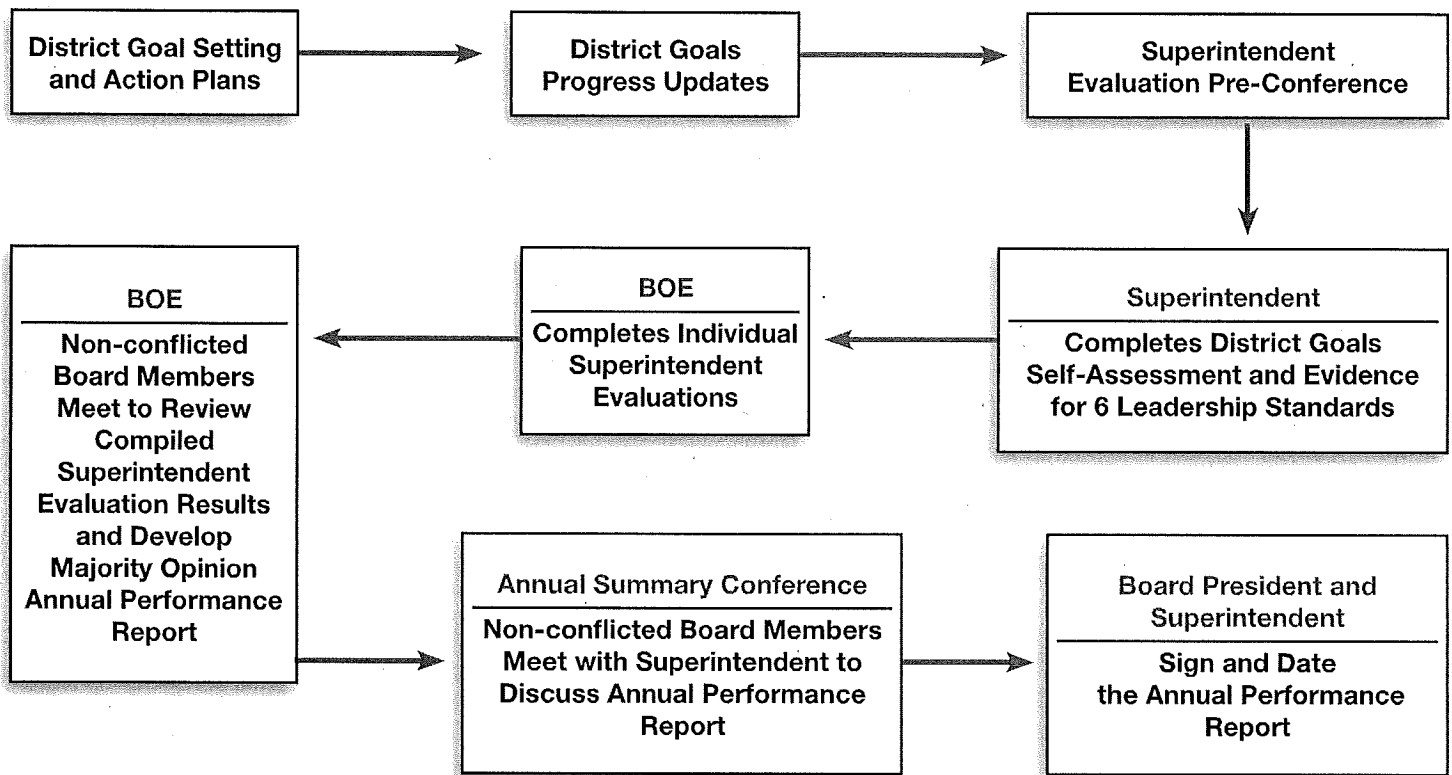
Overall Performance on the Leadership Standards

Standard 1: Mission, Vision and Core Values		
<i>Effective Educational Leaders advocate, enact, and communicate a shared mission, vision and core values of high quality education that promotes each student's academic success and well-being.</i>		
	EXEMPLARY	The superintendent consistently advocates, enacts, communicates and sustains a shared mission, vision and core values in a manner that includes all district stakeholders and has a strong positive impact on student success.
	PROFICIENT	The superintendent advocates, enacts and communicates a shared mission, vision and core values in a manner that promotes student success.
	AREA FOR GROWTH	The superintendent has some success in advocating, enacting and communicating a shared mission, vision and core values. Progress is anticipated in this standard.
	UNSATISFACTORY	The superintendent does not advocate, enact or communicate a shared mission, vision and core values in a manner that promotes student success.
	NOT OBSERVED	Neither positive nor negative. Insufficient personal experience to evaluate.
Remarks supporting rating:		

Overall Strengths/Growth Areas

The Superintendent demonstrates strength(s) in the following standards: Of the six standards, which areas require professional growth and improvement?	
✓ all that apply	Standard 1: Mission, Vision and Core Values
	Standard 2: Governance, Ethics and Professional Norms
	Standard 3: Operations Management
	Standard 4: Curriculum, Instruction, Assessment and School Improvement
	Standard 5: Community of Care, Equity and Family Engagement
	Standard 6: Professional Capacity/Community of School District Personnel
Supporting Remarks:	

SUPERINTENDENT EVALUATION PROCESS FLOWCHART AND CALENDAR



Evaluation Process Calendar

District Goal Setting

WHO	WHAT	WHEN	BOE DATES
Board and Superintendent	Establish annual district goals	June – July	
Superintendent	Develop action plans to support goals	July – August	
Superintendent	Provide progress updates	Ongoing	

Superintendent Evaluation Process: (Non-conflicted Board members only)

WHO	WHAT	WHEN	BOE DATES
Board and Superintendent	Evaluation Pre-Conference	March/April	
Superintendent	Provides: District goals, achievement assessment, and supporting comments. Provides: Evidence for the 6 standards for board member consideration.	Late April-Early May	
Board	Individual members complete their evaluation.	Mid-May	
NJSBA	Compiles individual responses	End May	
Board	Executive Session meeting to review compilation and determine majority opinion.	End May	
Board President or Designee	Develops Annual Performance Report (majority opinion); NJSBA template available or own format. Shares with superintendent prior to Annual Summary Conference.	June	
Board and Superintendent	Executive Session Annual Summary Conference with non-conflicted board members and superintendent to discuss Annual Performance Report.	By July 1	

SUPERINTENDENT GOALS ASSESSMENT

GOAL 1		SUPERINTENDENT SELF-RATING		
Description of goal:	Achieved	Satisfactory Progress made	Little or no progress made	
Superintendent Comments/Remarks Supporting Rating				
Insert comment here				
GOAL 1		BOARD MEMBER RATING		
	Achieved	Satisfactory Progress made	Little or no progress made	
Board Member Comments/Remarks Supporting Rating				
Insert comment here				

GOAL 2		SUPERINTENDENT SELF-RATING		
Description of goal:	Achieved	Satisfactory Progress made	Little or no progress made	
Superintendent Comments/Remarks Supporting Rating				
Insert comment here				
GOAL 2		BOARD MEMBER RATING		
	Achieved	Satisfactory Progress made	Little or no progress made	
Board Member Comments/Remarks Supporting Rating				
Insert comment here				

SUPERINTENDENT STANDARDS ASSESSMENT

STANDARD 1 Mission, Vision, and Core Values

Effective educational leaders advocate, enact, and communicate a shared mission, vision and core values of high quality education that promotes each student's academic success and well-being.

Exemplary	The superintendent consistently advocates, enacts, communicates and sustains a shared mission, vision and core values in a manner that includes all district stakeholders and has a strong positive impact on student success.
Proficient	The superintendent advocates, enacts and communicates a shared mission, vision and core values in a manner that promotes student success.
Area for Growth	The superintendent has some success in advocating, enacting and communicating a shared mission, vision and core values. Improvement is needed in some aspects of this standard. Continued progress is anticipated in this standard.
Unsatisfactory	The superintendent does not advocate, enact or communicate a shared mission, vision and core values in a manner that promotes student success.
Not Observed	Insufficient personal experience to evaluate – neither positive nor negative.

Sample Resources for Standard 1 may include: Communication regarding Mission Statement, Vision Statement and connections to district initiatives; Agendas/minutes from meetings where statements were developed, reviewed and/or updated; connections between allocation of resources in budget for Mission and Vision statement; agendas where data was used to review attainment toward district goals.

Superintendent Selected Evidence for Standard 1

(Documents provided by Superintendent)

STANDARD 1 INDICATORS	PERFORMANCE LEVEL				
Effective educational leaders advocate, enact, and communicate a shared mission, vision and core values of high quality education that promotes each student's academic success and well-being.	Exemplary	Proficient	Area for Growth	Unsatisfactory	Not Observed
1. Has strong shared beliefs and values and a vision of high expectations about what is possible for students and their ability to learn.					
2. In collaboration with the board, creates processes to ensure that the district's vision, mission and goals establish priorities, drives decisions and allocation of resources, and reflects student achievement expectations.					
3. Leads in the ongoing development and review of the district's vision, mission, and both long- and short-term goals; and engages stakeholders in the process.					
4. Collects, uses, and shares data to identify goals; assess organizational effectiveness; and promote organizational learning.					
5. Creates, shares and implements plans to achieve district goals.					
6. Commits to continuous and sustainable improvement through a systemic evaluation process that regularly monitors progress toward achieving district goals.					
7. Ensures that the vision, mission and goals are clearly articulated and known to all stakeholders in the community.					

BOARD MEMBER ASSESSMENT OF STANDARD 1

EXEMPLARY	PROFICIENT	AREA FOR GROWTH	UNSATISFACTORY	NOT OBSERVED
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Board member comments supporting rating:

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SUPERINTENDENT STANDARDS ASSESSMENT

STANDARD 2 Governance, Ethics and Professional Norms

Effective educational leaders exhibit an understanding of board and superintendent roles, manage the district consistent with board policies and demonstrates the skills to work effectively with the board that promotes each student's academic success and well-being.

Exemplary	The superintendent consistently demonstrates and significantly exceeds the skills to manage the district in an ethical and professional manner that contributes to a highly effective board-superintendent team.
Proficient	The superintendent demonstrates the skills to manage the district in an ethical and professional manner which assists his/her work with the board.
Area for Growth	The superintendent demonstrates some of the skills to manage the district in an ethical and professional manner which assists his/her work with the board. Improvement is needed in some aspects of this standard. Continued progress is anticipated in this standard.
Unsatisfactory	The superintendent does not demonstrate the skills to manage the district in an ethical and professional manner.
Not Observed	Insufficient personal experience to evaluate – neither positive nor negative.

Sample Resources for Standard 2 may include: Reports, data and information provided to the board related to agenda items requiring approval; Communication log and / or documents between the board and superintendent; Listing of policies and regulations approved by the Board; Communication and documents sent to all those affected by new policies and regulations.

Superintendent Selected Evidence for Standard 2

(Documents provided by Superintendent)

STANDARD 2 INDICATORS	PERFORMANCE LEVEL				
Effective Educational Leaders exhibit an understanding of board and superintendent roles, manage the district consistent with board policies and demonstrate the skills to work effectively with the board that promotes each student's academic success and well-being.	Exemplary	Proficient	Area for Growth	Unsatisfactory	Not Observed
1. Provides professional advice and keeps the board regularly informed with data, reports, and information which enables the board to make effective, timely decisions.					
2. Promotes a culture of mutual respect and professionalism in their working relationship with the board.					
3. Actively and continuously encourages board development by seeking and communicating opportunities.					
4. Assists and advises the board in the development and revision of policies and establishes regulations to implement adopted policies.					
5. Supports and enforces all board policies and communicates changes to those who are affected.					
6. Acts ethically and professionally in personal conduct, relationships with others, decision-making, and all aspects of school leadership.					
7. Acts with cultural competence and addresses matters of equity and cultural responsiveness in all aspects of leadership					

BOARD MEMBER ASSESSMENT OF STANDARD 2

EXEMPLARY	PROFICIENT	AREA FOR GROWTH	UNSATISFACTORY	NOT OBSERVED
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Board member comments supporting rating:				

SUPERINTENDENT STANDARDS ASSESSMENT

STANDARD 3 Operations Management

Effective educational leaders manage school operations and resources to promote each student's academic success and well-being.

Exemplary	The superintendent consistently and significantly exceeds the management of school district operations and resources in a manner that focuses on and enhances student success.
Proficient	The superintendent manages school district operations in a manner that promotes student success.
Area for Growth	The superintendent has had uneven success in the operations management of the district. Progress is anticipated in this standard. Improvement is needed in some aspects of this standard. Continued progress is anticipated in this standard.
Unsatisfactory	The superintendent does not manage school district operations in a manner that promotes student success.
Not Observed	Insufficient personal experience to evaluate – neither positive nor negative.

Sample Artifacts for Standard 3 may include: Mission and vision statement, district and superintendent goals, long range facilities plan, budget and associated community presentations, strategic plan, referendum, technology initiatives and purchase orders, audit, and committee agendas.

Superintendent Selected Evidence for Standard 3

(Documents provided by Superintendent)

STANDARD 3 INDICATORS		PERFORMANCE LEVEL				
Effective educational leaders manage school district operations and resources to promote each student's academic success and well-being.		Exemplary	Proficient	Area for Growth	Unsatisfactory	Not Observed
1. Develops and executes plans, procedures, routines and operational systems that promote the vision, mission, goals, and the day-to-day operations of the district.						
2. Promotes appropriate financial control of the district's monetary and non-monetary resources, engaging in effective budgeting and accounting practices.						
3. Takes budget actions that balance both current and long-range financial needs of students and remains fiscally responsible to the community.						
4. Develops and manages a comprehensive approach to personnel that aligns to the district vision, strategies, and goals.						
5. Promotes safety across the district by keeping abreast of current facilities usage and planning for future needs.						
6. Employs technology to improve the quality and efficiency of operations and management.						

BOARD MEMBER ASSESSMENT OF STANDARD 3

EXEMPLARY	PROFICIENT	AREA FOR GROWTH	UNSATISFACTORY	NOT OBSERVED
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Board member comments supporting rating:				