

December 18, 2017

The regular meeting of the Pennsville Board of Education was called to order at 6:00 pm on Monday, December 18, 2017 by Mrs. Bodine.

MEETING CALLED TO ORDER

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

ROLL CALL

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

FLAG SALUTE

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

OPEN PUBLIC MEETINGS ACT

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 4, 2017.

Mr. Chambers moved the board approve the minutes of the regular and closed session meetings on November 27, 2017. Mr. Nugent seconded the motion. Messrs. Chambers, Nugent, Thomas, Mrs. Staffieri-Morris and Mrs. Bodine voted in favor of the motion. Mr. Lang voted in favor of the 11/27/17 regular minutes but abstained from voting on 11/27/17 closed minutes. Motion carried.

APPROVE MINUTES
11/27/17

Mr. Davidson read a resignation letter from Mrs. Phillips. Mrs. Phillips was a board of education member for fifteen years.

COMMUNICATIONS

Mrs. Baker-Plale presented the artwork on display in the boardroom from Ms. Reilley's second and third grade classes.

STUDENT ARTWORK

Dr. Brodzik introduced Ms. Lewis from the New Jersey School Boards Association. She presented the results from the 2017 school board self evaluation. (Attachment "A")

BOE SELF-EVALUATION
PROCESS

Mrs. Gibau along with Ms. Veale and Ms. DiAntonio gave an overview of Read 180 to the board and discussed how the program has benefited the middle school students. (Attachment "B")

READ 180
PRESENTATION

Dr. Brodzik and Mr. Davidson thanked the board for their support in the iPad sale.

IPAD SALE

Dr. Brodzik requested approval of the November 2017 Fire and Security Drills, Workshop Reports and Building Reports. Mr. Chambers moved approval be granted. Mrs. Staffieri-Morris seconded the motion which was unanimously approved on roll call vote. (Attachment "C")

FIRE & SECURITY DRILL
REPORTS, WORKSHOP
& BUILDING REPORTS
11/17

Mrs. Bodine stated that the following block of Superintendent resolutions will be considered with a roll call vote: 1SP-13SP. She asked if any board member had a resolution for withdrawal from the block to be voted on separately. No one did. A brief discussion occurred regarding a

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resolution.

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

Review Revised Policy 6142.14-Vocational

POLICY 6142.14

Revised a redline copy of File Code 6142.14- Salem County Vocational Technical Academy. (Attachment "D")

Approve the Statement of Assurance for Special Education Policies and Procedures. (Attachment "E")

SOA-SPECIAL
EDUCATION POLICIES &
PROCEDURES

Approve the following Athletic Schedules for the 2017-2018 school year. (Attachment "F")

2017-18 WINTER
ATHLETIC SCHEDULES

Winter Athletic Schedule
Indoor Track for PMHS

Approve the following FMLA:

FMLA

Approve the paid FMLA for Mary Ann Manzelmann, Paraprofessional at Pennsville Middle School for the approximate dates 11/15/2017- 02/09/2017 not to exceed 60 days. Unpaid FMLA leave from 02/12/2018-02/22/2018.

Approve the adjusted dates for paid FMLA Leave of Absence for Wade Whitehead for FMLA Full Leave extended from September 13, 2017, to December 11, 2017. Continued Paid Leave of Absence until January 04, 2018.

Approve the following Field Trips:

FIELD TRIPS

- December 19, 2017 for 50 Students, 2 Adults
- January 9, 2018 for 10-15 Students, 1 Adult
(Snow dates 01/16/2018 or 01/23/18)
- January-March TBD based on TBD Dates, 10-15 Students, 1 Adult
- January 9, 2018 for 12 Students, 1 Adult
- January 11, 2018 for 143 Students, 7 Adults
- January 22, 2018 for 6-10 Students, 2 Adults
- March 2, 2018 for 30 Students, 5 Adults

Approve the following workshops, meals plus mileage not to exceed the state travel requirements set forth by the Department of Treasury.

WORKSHOPS

Robin Bunch to attend the Responding to Kids in Crisis workshop to be held on January 31, 2018 in Monroe Township, New Jersey with a registration fee of \$150.00.

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Nicole Warrington to attend the Responding to Kids in Crisis workshop to be held on January 31, 2018 in Monroe Township, New Jersey with a registration fee of \$150.00.

Approve homebound instruction for the following students:

HOMEBOUND
INSTRUCTION

- SID # 4853441622
- Place: Ranch Hope
- Grade: 9
- Dates start and end: 10/02/2017-TBD
- Rate of: \$70.00 per hour
- Hours: 5 hours per week

- SID # 8639013561
- Place: Residence
- Grade: 9
- Dates start and end: 11/20/2017-06/30/18
- Rate of: \$70.00 per hour
- Hours: 5 hours per week

Approve to employ Kathleen Chamberlain as a Paraprofessional at Valley Park Elementary School on Step 8 of the PEA Guide for the 2017-2018 school year at an annual salary of \$20,807 (prorated), plus a \$325 degree stipend, effective January 22, 2018 through June 30, 2018.

EMPLOY:
K. CHAMBERLAIN

Approve with regret the resignation of Dawn Kitzmiller, Lunch Aide at the Penn Beach Elementary School, effective January 5, 2018. This position has been posted as an anticipated opening.

RESIGNATION:
D. KITZMILLER

Approve with regret the resignation of Justin Simmons, Head Girls Track Coach for the 2017-2018 school year at the Pennsville Memorial High School, effective immediately. This position has been posted as an anticipated opening.

RESIGNATION:
J. SIMMONS-HEAD
GIRLS TRACK COACH

Approve the following individuals to Schedule "C" Extra-Curricular positions at the contractual stipend listed, as per the negotiated agreement for the 2017-2018 school year:

SCHEDULE "C"
EXTRA-CURRICULAR
POSITIONS

Matthew Martin	MS/HS Jazz Band Club Advisor (Winter Season)	\$423
Matthew Martin	MS/HS Jazz Band Club Advisor (Spring Season)	\$423
Cara Yahrling	National Art Honor Society Advisor	\$680

Approve the following substitute teacher, who has State of New Jersey substitute teaching credentials and criminal history approval, for the

SUBSTITUTE TEACHER:
M. WARNER

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2017-2018 school year, at the rate of \$85.00 per day worked:

- Megan Warner

Approve the job description of School Safety Specialist to align with State Legislation. (Attachment "G")

SCHOOL SAFETY
SPECIALIST

Mrs. Staffieri-Morris seconded the motion. Voting in favor of the motion were Messrs. Chambers, Lang, Nugent, Mrs. Staffieri-Morris and Mrs. Bodine. Motion carried.

Mrs. Bodine stated that the following block of Business Administrator resolutions will be considered with a roll call vote: 1BA-11BA. 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 on check # 94434 in resolution, 12-18-1BA, *Approve General Fund Invoices-December 2017*. Mrs. Bodine noted she will abstain on check # 94434 in resolution, 12-18-1BA, *Approve General Fund Invoices-December 2017*. A brief discussion occurred regarding a few resolutions.

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

Approve the payment of December 2017 General Fund invoices in the amount of \$850,970.49 which have been properly signed. (Attachment "H")

GF INVOICES 12/17

Approve the payment of November 2017 Payroll and Handwritten Check List for a total of \$2,141,480.83 which has been properly signed. (Attachment "I")

PAYROLL & HW CHECK
LIST 11/17

Approve and adopt the following **RESOLUTION** concerning Requisition for Taxes:

REQUISITION FOR
TAXES

RESOLUTION

RESOLVED, that the amount of district taxes, exclusive of debt service requirements, needed to meet the obligations of the Pennsville Board of Education for the next eight (8) weeks is \$3,437,999.17, and that Pennsville Township is hereby requested to place in the hands of the Custodian of School Moneys that amount within the next thirty days in accordance with the statutes relating thereto.

Approve and adopt the following **RESOLUTION** regarding the requisition for debt service taxes:

REQUISITION FOR DEBT
SERVICE TAXES

RESOLUTION

RESOLVED, that the amount of district taxes needed to meet all interest and debt redemption charges during the first forty (40)

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days of the school year is \$266,781.00 and the Township of Pennsville is hereby requested to place in the hands of the Custodian of School Moneys that amount within the next thirty (30) days in accordance with the statutes relating thereto.

Approve the attached Line Item Transfers for the month of October, 2017. (Attachment "J")

LINE ITEM
TRANSFERS-10/17

Approve that pursuant to N.J.A.C. 6A:23A-16.10(c)4, the Pennsville Board of Education certifies that as of October 31, 2017, and after review of the Secretary's Monthly Financial Report appropriations section as presented and upon consultation with the appropriate district officials, to the best of the Board's knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10(a)1 for the month of October and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

BUDGET
CERTIFICATION-10/17

Approve the following outgoing tuition students for the 2017-2018 school year:

OUTGOING TUITION
STUDENTS 2017-18

School: Salem County Special Services School District
Cumberland Campus
SID #: 4627008773
Grade: 2
Effective Dates: November 15, 2017 – June 30, 2018
Tuition: \$40,190.00 (prorated)
1:1 Aide: \$38,438.00 (prorated)

School: Gloucester County Special Services School District
Bankbridge Elementary
SID #: 1749140747
Grade: 1
Effective Dates: November 1, 2017 – June 30, 2018
1:1 Aide: \$39,960.00 (prorated)

School: Gloucester County Special Services School District
Bankbridge Elementary
SID #: 2260970348
Grade: Pre-K
Effective Dates: December 4, 2017 – June 30, 2018
OOC Fee: \$ 3,000.00 (prorated)
Tuition: \$41,400.00 (prorated)
1:1 Aide: \$39,960.00 (prorated)

Approve a contract with Clarke Schools for Hearing and Speech of Philadelphia, Pennsylvania, for the provision of related services for the 2017-2018 school year at a cost not to exceed \$22,000.00.

CLARKE SCHOOLS
2017-18

Accept the quoted routes as listed below, from December 1, 2017 through June 30, 2018, by *Wyshinski Bus Service, Inc, Penns Grove, NJ*. These routes are for the Extended Day Program at Pennsville Middle School,

TRANSPORTATION
ROUTES-WYSHINSKI

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Penn Beach School, and Central Park School.

Q0218 PMS 44 days @ \$195.00 per diem \$8,580.00 total p/a
Q0318 PBS 45 days @ \$125.00 per diem / \$5,625.00 total p/a
Q0418a CPS 43 days @ \$140.00 per diem / \$6,020.00 total p/a
Q0418b CPS 43 days @ \$125.00 per diem / \$5,375.00 total p/a

Approve the following incoming tuition student for the 2017-2018 school year:

INCOMING TUITION
STUDENT 2017-18

Sending District: Hammonton Public Schools
 School: Pennsville Middle School
 SID #: 9609512010
 Grade: 6
 Effective Dates: September 7, 2017 - June 30, 2018
 Tuition: \$15,378.00

Accept the School District Audit for 2016-2017 as read and discussed.

SCHOOL DISTRICT
AUDIT 2016-17

Mrs. Staffieri-Morris seconded the motion. Voting in favor of the motion were Messrs. Lang, Nugent, and Mrs. Staffieri-Morris. Mr. Chambers voted in favor of the motion but abstained from voting on check # 94434 in resolution, 12-18-1BA, *Approve General Fund Invoices-December 2017*. Mrs. Bodine voted in favor of the motion but abstained from voting on check # 94434 in resolution, 12-18-1BA, *Approve General Fund Invoices-December 2017*. Motion carried.

Mrs. Bodine stated that the following New Business resolution will be considered with a roll call vote: 1NB.

Approve the following workshop, meals plus mileage not to exceed the state travel reimbursement requirements set forth by the Department of Treasury:

WORKSHOP

Approve Michelle Devlin to attend the Best Practices in Co-Teaching workshop to be held on January 8, 2018 in Cherry Hill, New Jersey with a registration fee of \$249.00.

Mrs. Staffieri-Morris seconded the motion. Voting in favor of the motion were Messrs. Chambers, Lang, Nugent, Mrs. Staffieri-Morris and Mrs. Bodine. Motion carried.

Mr. Chambers moved the board approve the Secretary's Financial Report for the month ending October 31, 2017. Mrs. Staffieri-Morris seconded the motion which was unanimously approved on roll call vote. (Attachment "K")

SECRETARY'S
FINANCIAL REPORT
10/17

Mr. Chambers moved the board approve the Treasurer's Financial Report for the month ending October 31, 2017. Mr. Lang seconded the motion which was unanimously approved on roll call vote. (Attachment "L")

TREASURER'S
FINANCIAL REPORT
10/17

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Dr. Brodzik informed the board of some security measures the local police department were taking in the township.

Mrs. Bodine reminded the board of the January 8, 2018 reorganization meeting. Discussion occurred regarding the vacant board position.

BOARD MEMBER
REPORTS

Mr. Lang and Mr. Nugent both gave positive comments regarding the district concerts.

On recommendation of the Superintendent, Mr. Lang moved the board affirm the findings and conclusions of the HIB Case Reports.

HIB CASE REPORTS

Mrs. Staffieri-Morris seconded the motion which was unanimously approved on roll call vote.

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

Meeting adjourned at 7:19 pm.

ADJOURNMENT

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

MATERIALS AVAILABLE
FOR REVIEW

Respectfully submitted,



Richard Davidson
Secretary

To: Dr. Michael Brodzik, Superintendent Pennsville School District

Kathy Bodine, President Pennsville Board of Education

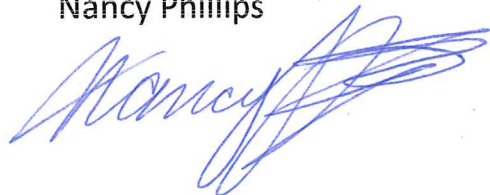
Dear Superintendent and Pennsville Board of Education members,

It is with mixed feelings that I tender my resignation effective January 1, 2018. I have found it increasingly difficult, due to recent changes at home, to keep pace with the demands there and those of the board. While serving on the Board of Education, I have tried, via skype or in person, to attend, participate in discussion, vote and give 100 percent of my undivided attention at the meetings. I believe that you and the people of Pennsville deserve that and no less. I have been told that board members will no longer be able to vote unless they are physically in attendance and therefore, since I think it is vitally important that the full board be able to vote on all issues before the board, I must resign.

I have enjoyed working with all of you and I am so proud to have been part of the amazing progress that has been made over my years on this board. Keep up the great work. I will miss you all.

Sincerely,

Nancy Phillips

A handwritten signature in blue ink, appearing to read "Nancy Phillips", with a stylized, flowing script.



Eight Characteristics of Effective School Boards

What makes an effective school board — one that positively impacts student achievement? From a research perspective, it's a complex question. It involves evaluating virtually all functions of a board, from internal governance and policy formulation to communication with teachers, building administrators, and the public.

But the research that exists is clear: boards-in high-achieving districts exhibit habits and characteristics that are markedly different from boards in low-achieving districts. So what do these boards do? Here are eight characteristics:

1. Effective school boards commit to a vision of high expectations for student achievement and quality instruction and define clear goals toward that vision.
2. Effective school boards have strong shared beliefs and values about what is possible for students and their ability to learn, and of the system and its ability to teach all children at high levels.
3. Effective school boards are accountability driven, spending less time on operational issues and more time focused on policies to improve student achievement.
4. Effective school boards have a collaborative relationship with staff and the community and establish a strong communications structure to inform and engage both internal and external stakeholders in setting and achieving district goals.
5. Effective school boards are data savvy: they embrace and monitor data, even when the information is negative, and use it to drive continuous improvement.
6. Effective school boards align and sustain resources, such as professional development, to meet district goals.
7. Effective school boards lead as a united team with the superintendent, each from their respective roles, with strong collaboration and mutual trust.
8. Effective school boards take part in team development and training, sometimes with their superintendents, to build shared knowledge, values and commitments for their improvement efforts.

Though the research on school board effectiveness is in the beginning stages, the studies included in the

report make it clear that school boards in high-achieving districts have attitudes, knowledge and approaches that separate them from their counterparts in lower-achieving districts. In this era of fiscal constraints and a national environment focused on accountability, boards in high-performing districts can provide an important blueprint for success. In the process, they can offer a road map for school districts nationwide.

Related Finding: Stability of Leadership

One study noted that fast-moving districts had political and organizational stability, as evidenced by low rates of school board and superintendent turnover. Another echoed those points, concluding two characteristics of high achieving districts were long tenures by superintendents. A third study noted the long tenure of board members and superintendents in high-achieving districts. "They set their courses and stayed with them for years," the study said. Among the five successful districts profiled, superintendents in three districts had been at their jobs for at least eight years. In most of those profiled, the majority of board members had been serving in that capacity for 10 or more years allowing superintendents and boards to grow together in their approaches to change and to better understand each other's work.

A Dozen Danger Signs

While this report did not specifically focus on characteristics of ineffective school boards, it may be helpful to review some of the descriptions of ineffective boards mentioned in the research:

1. Only vaguely aware of school improvement initiatives, and seldom able to describe actions being taken to improve student learning.
2. Focused on external pressures as the main reasons for lack of student success, such as poverty, lack of parental support, societal factors, or lack of motivation.
3. Offer negative comments about students and teachers.
4. Micromanage day-to-day operations.
5. Disregard the agenda process and the chain of command.
6. Left out the information flow; little communication between board and superintendent.



7. Quick to describe a lack of parent interest in education or barriers to community outreach.
8. Looked at data from a "blaming" perspective, describing teachers, students and families as major causes for low performance.
9. Little understanding or coordination on staff development for teachers.
10. Slow to define a vision.
11. Did not hire a superintendent who agreed with their vision.
12. Little professional development together as a board.

FOR THE COMPLETE REPORT, VISIT www.centerforpubliceducation.org

From The Center for Public Education

Board Self Evaluation 2017

District:Pennsville Bd of Ed

Quantification of Relative Value <i>As a board member, I:</i>	Vital 4	Very Important 3	Somewhat Important 2	Not Important 1	Not Observed	
PLANNING: The board is a planning body, focusing on the district mission and goals	3	3	1	0	0	3.3
POLICY: The board is a policy-making body, focusing on the development, review and revision of policy.	2	5	0	0	0	3.3
STUDENT ACHIEVEMENT: The board requires written curriculum and systematic evaluation that is focused on student achievement.	3	3	1	0	0	3.3
FINANCE: The board provides financial oversight for budget development and evaluation, program support and equity.	3	4	0	0	0	3.4
BOARD OPERATION: The board operates through bylaws and effective meeting procedures, using collaborative decision-making skills.	4	3	0	0	0	3.6
BOARD PERFORMANCE: The board exhibits good boardsmanship in areas of confidentiality, listening skills, preparedness, conflict management	3	4	0	0	0	3.4
BOARD / SUPERINTENDENT RELATIONSHIPS: The board respects the differences in roles and responsibilities, maintaining good communication and interaction between the board and the superintendent.	3	4	0	0	0	3.4
BOARD / STAFF RELATIONSHIPS: The board has effective personnel policies and supports staff development related to student achievement and recognition of staff accomplishments.	2	4	1	0	0	3.1
BOARD AND COMMUNITY: The board effectively represents and communicates with the public, involving the community in district planning.	2	5	0	0	0	3.3

I Planning						
About the Board <i>Our Board</i>	Commendable 4	Good 3	Adequate 2	Unsatisfactory 1	Not Observed	
1. with broad community input, established a district wide mission and multi-year plan for education.	0	3	3	1	0	2.3
2. plans, and collaboratively sets district and board goals and establishes priorities annually.	2	4	1	0	0	3.1
3. reviews Action Plans developed to support the goals.	1	4	2	0	0	2.9
4. regularly monitors progress towards achieving the district's vision, mission and goals making adjustments as needed.	2	3	2	0	0	3.0
					AVG:	2.8

About You, the Board Member <i>As a board member, I:</i>	Commendable 4	Good 3	Adequate 2	Unsatisfactory 1	Not Observed	
A. participate fully in the district planning process.	2	3	1	0	0	3.2
B. recognize the importance of meaningful public participation in the planning process.	1	4	1	0	0	3.0
C. support the district vision, mission and goals.	4	2	0	0	0	3.7
					AVG:	3.3

COMMENTS

* As I rate Planning, I feel as though we are very fortunate to have a wonderful superintendent, as he really takes the reins with regard to planning. We may want to visit our district's vision, mission and goals more often, just to keep them in the forefront of everyone's thoughts.

* Question 1. The board encourages public input and participation at school board meeting, but has gotten poor public response at almost all the board meetings.

II Policy						
About the Board <i>Our Board</i>	Commendable 4	Good 3	Adequate 2	Unsatisfactory 1	Not Observed	
1. operates as a "policy-making body."	2	3	2	0	0	3.0
2. develops broad policies that give the administration sufficient authority and latitude to manage the day-to-day operations.	3	3	1	0	0	3.3
3. uses written policies as the framework for our decision-making process.	2	4	0	1	0	3.0
4. reviews and updates the policy manual regularly as required by NJQSAC insuring that our bylaws, policies and procedures reflect current regulatory, and statutory requirements.	2	4	1	0	0	3.1
5. ensures that the administration develops appropriate procedures and regulations to implement the board's policy intent.	3	2	2	0	0	3.1
					AVG:	3.1

About You, the Board Member <i>As a board member, I:</i>	Commendable 4	Good 3	Adequate 2	Unsatisfactory 1	Not Observed	
A. am familiar with the board's policies.	1	4	0	1	0	2.8
B. use board policy as a basis for decision-making.	2	4	0	0	0	3.3
C. leave policy implementation to the administrative staff.	4	2	0	0	0	3.7
D. avoid involvement in day-to-day operations of the district.	5	1	0	0	0	3.8
					AVG:	3.4

COMMENTS

* In the past year our board refers more to policies when making decisions.

* We are very fortunate to have a self-driven superintendent and administrative team.

*

Response A. I don't feel that I know the body of the board's policies as I should, I feel it is my responsibility to become more familiar with our policies

III Student Achievement						
About the Board <i>Our Board</i>	Commendable 4	Good 3	Adequate 2	Unsatisfactory 1	Not Observed	
1. determines the district educational goals with input and data from administration.	1	5	1	0	0	3.0
2. requires written curriculum with specific evaluation components in accordance with all statutes.	2	3	1	0	1	3.2
3. requires systematic evaluation of and feedback on the instructional program.	2	3	2	0	0	3.0
4. uses the expertise of the professional staff, in development of curriculum, ensuring it is focused on student achievement.	3	4	0	0	0	3.4
5. monitors the effectiveness of our instructional programs by measuring student achievement against state and local standards and other pertinent data.	3	4	0	0	0	3.4
6. sets high standards for all students based on multiple, assessment measures.	2	4	1	0	0	3.1
					AVG:	3.2

About You, the Board Member <i>As a board member, I:</i>	Commendable 4	Good 3	Adequate 2	Unsatisfactory 1	Not Observed	
A. am involved in determining district educational goals.	1	3	2	0	0	2.8
B. am aware of the community's educational aspirations.	1	2	3	0	0	2.7
C. focus on improving student achievement as a basis in my educational decision-making.	3	2	1	0	0	3.3
					AVG:	2.9

COMMENTS

* Our Board seems to leave this to administration. Should we be doing something different as a Board? What do the most high achieving school districts' BOE do with regard to student achievement?

* Statement 4. We have personnel who look at the results of state testing and break it down into data that is useful in determining trends and areas of improvement for all grades.

IV Finance						
About the Board <i>Our Board</i>	Commendable 4	Good 3	Adequate 2	Unsatisfactory 1	Not Observed	
1. exercises financial oversight of all aspects of district operations in accordance with statutes.	1	6	0	0	0	3.1
2. provides policy guidelines and parameters, related to our goals, for budget development/evaluation.	2	3	2	0	0	3.0
3. requires that all requests for unbudgeted expenditures be accompanied by specific indication of need and funding sources.	1	4	1	1	0	2.7
4. balances the educational needs of students with the impact of budgetary increases.	2	3	1	1	0	2.9
5. reviews, understands and evaluates all financial reports to ensure that all educational dollars are used in an efficient and effective manner.	0	5	0	2	0	2.4
					AVG:	2.8

About You, the Board Member <i>As a board member, I:</i>	Commendable 4	Good 3	Adequate 2	Unsatisfactory 1	Not Observed	
A. understand the relationship between our budget and our district's goals.	1	5	0	0	0	3.2
B. understand and participate in our district's budgeting process.	1	5	0	0	0	3.2
C. understand and review the monthly reports.	0	4	1	1	0	2.5
D. understand and review the results of the annual audit.	1	2	3	0	0	2.7
					AVG:	2.9

COMMENTS

* Our business administrator is very good at helping the board understand all financial documents.

* I feel as though our board gives more attention to this area than other areas. I think we need to balance our attention better. This seems to be the area that most questions are generated. We seem to trust our administrative team in other areas, but question this area. Maybe we could choose one area to focus and learn more about for the year, or trust our administrative team as much in this area as we do in other areas. I understand that this is an area board members feel comfortable; therefore, ask more questions about. This being stated, maybe collectively focusing on an agreed upon area we could become an even stronger board and district.

* Statement C. I need to spend more time reviewing these monthly reports.

V Board Operations						
About the Board <i>Our Board</i>	Commendable 4	Good 3	Adequate 2	Unsatisfactory 1	Not Observed	
1. holds our meetings in compliance with applicable statutes, policies and bylaws.	5	2	0	0	0	3.7
2. provides a climate that allows free, open and orderly discussion by all members at our meetings.	5	2	0	0	0	3.7
3. develops and utilizes skills in teamwork, consensus building, collaborative problem solving and decision making.	3	3	1	0	0	3.3
4. uses good decision-making processes, acting only after all appropriate information has been received and studied.	4	1	2	0	0	3.3
5. acts only after giving administration time to gather information and make recommendations.	4	1	2	0	0	3.3
6. respects the administration's leadership by thoughtfully deliberating on recommendations.	4	1	1	1	0	3.1
7. provides time, funding and opportunity for orienting and updating our members on local, county, state and federal levels in accordance with statutory travel regulations.	1	3	2	0	1	2.8
Our Board acts as: A board of the whole : 7						
1. our board method of governance: contributes to the overall effectiveness and efficiency of the board.	4	2	1	0	0	3.4
2. our board method of governance: has clearly defined bylaws.	3	4	0	0	0	3.4
3. our board method of governance: lessens the total work of board members.	4	3	0	0	0	3.6
4. our board method of governance: ensures appropriate communication to the board.	3	4	0	0	0	3.4
					AVG: 3.4	

About You, the Board Member <i>As a board member, I:</i>	Commendable 4	Good 3	Adequate 2	Unsatisfactory 1	Not Observed	
A. introduce new issues through the agenda process, allowing sufficient time for appropriate study.	1	2	3	0	0	2.7
B. recognize the importance of teamwork, problem solving and effective decision-making.	3	3	0	0	0	3.5
C. attend workshops to increase my effectiveness as a board member.	0	3	2	1	0	2.3
						AVG: 2.8

COMMENTS

* In spite of our differences, the board works well together, discussing matters and coming to a consensus that benefits our students.

* I am proud of the way our Board operates including our Superintendent, Business Administrator, and Solicitor. We truly work as a whole unit, seem to value and respect one-another, and rely on each others areas of strength.

* Statement C. NJSBA offers many interesting programs and I need to take advantage of more of them

VI Board Performance						
About the Board <i>Our Board</i>	Commendable 4	Good 3	Adequate 2	Unsatisfactory 1	Not Observed	
1. recognize that authority rests with the board as a whole, sitting in a legally authorized board meeting.	4	3	0	0	0	3.6
2. make every effort to attend all board meetings, coming prepared and having done their homework.	4	2	1	0	0	3.4
3. recognizes the need for, and the importance of, confidentiality.	3	3	1	0	0	3.3
4. works together in an atmosphere of mutual trust and respect.	5	2	0	0	0	3.7
5. ensures that all members have input into decisions.	5	2	0	0	0	3.7
6. avoids even the appearance of impropriety or conflict of interest.	5	2	0	0	0	3.7
7. operates in accordance with the board member's Code of Ethics and the Ethics Act.	6	1	0	0	0	3.9
					AVG:	3.6

About You, the Board Member <i>As a board member, I:</i>	Commendable 4	Good 3	Adequate 2	Unsatisfactory 1	Not Observed	
A. make no personal promises nor take any private action.	5	0	0	0	0	4.0
B. make every effort to attend all meetings, having done my homework and prepared to contribute.	4	2	0	0	0	3.7
C. maintain the confidentiality of board proceedings.	6	0	0	0	0	4.0
D. am respectful of everyone at our meetings and I listen with an open mind.	5	1	0	0	0	3.8
E. adhere to ethical standards.	6	0	0	0	0	4.0
					AVG:	3.9

COMMENTS

* See comments from Section V.

VII Board Superintendent Relationships						
About the Board <i>Our Board</i>	Commendable 4	Good 3	Adequate 2	Unsatisfactory 1	Not Observed	
1. respects the management responsibilities and administrative prerogatives of the superintendent.	4	2	1	0	0	3.4
2. works with the superintendent in a spirit of mutual trust and confidence.	4	3	0	0	0	3.6
3. maintains ongoing open lines of communication, and observes the chain of command.	4	1	2	0	0	3.3
4. keeps the superintendent informed about community/school issues and aspirations.	5	2	0	0	0	3.7
5. conducts a comprehensive and fair annual evaluation of the superintendent in accordance with statute and code as per NJQSAC.	4	3	0	0	0	3.6
6. works with the superintendent to develop performance objectives for evaluation that are consistent with district goals and in compliance with district policy.	2	5	0	0	0	3.3
7. requires regular dialogue on progress towards district goals and objectives, student achievement and feedback on performance.	2	3	2	0	0	3.0
					AVG:	3.4

About You, the Board Member <i>As a board member, I:</i>	Commendable 4	Good 3	Adequate 2	Unsatisfactory 1	Not Observed	
A. respect the management responsibility of the superintendent.	6	0	0	0	0	4.0
B. observe the chain of command.	6	0	0	0	0	4.0
C. participate fully in the superintendent evaluation process approaching the task of evaluation fairly and diligently.	5	1	0	0	0	3.8
					AVG:	3.9

COMMENTS

* The board and superintendent have a very good relationship. Our super keeps us up to date with emails in between meetings.

* As I complete this Self-Evaluation, I question if there are things that our superintendent is doing that we should really be doing. Are we taking advantage of our superintendent? I am in no way complaining, but if we as a Board should be stepping up our game, we need to know.

VIII Board/Staff Relationships						
About the Board <i>Our Board</i>	Commendable 4	Good 3	Adequate 2	Unsatisfactory 1	Not Observed	
1. provides effective personnel policy direction and oversight.	1	4	2	0	0	2.9
2. recognizes the importance of staff development and provides the necessary time and funds.	2	3	2	0	0	3.0
3. provides for public recognition of staff achievements.	0	4	1	1	1	2.5
4. treats district staff with courtesy and respect, recognizing that the appropriate channel for board/staff communications is through the superintendent.	2	4	1	0	0	3.1
5. ensures that our actions and decisions are quickly and effectively communicated to the staff.	1	4	0	1	1	2.8
						AVG: 2.9

About You, the Board Member <i>As a board member, I:</i>	Commendable 4	Good 3	Adequate 2	Unsatisfactory 1	Not Observed	
A. communicate all concerns about staff members to the superintendent.	4	1	1	0	0	3.5
B. use and enforce the chain of command.	5	1	0	0	0	3.8
C. attend school and community activities.	2	2	2	0	0	3.0
						AVG: 3.4

COMMENTS

* Feel as though personnel changes / additions are already done and when brought to board, its always last minute votes and always has to do with timing. Perhaps timing is an issue, but several issues have been voiced in regards to student teacher ratio and rationale was given not to hire more teachers, but then a specialist is considered (?) seems like at time admistration has its own agenda and keeps BOE in dark until it want to unveil with little or no advance notice

* Do we know that the staff feels respected and valued? We need to make sure our staff feels this way.

* Statement 3. I don't recall citing a staff member for an achievement they have achieved, but on the other hand, the board is consistently approving monies for seminars and training sessions to further the development of the professional staff.

Statement 5. I know that board actions and decisions are communicated to the staff, I am not aware or the time frame or if the staff would consider the communication quick and effective.

IX Board and Community						
About the Board <i>Our Board</i>	Commendable 4	Good 3	Adequate 2	Unsatisfactory 1	Not Observed	
1. acts as representatives for every child in our school district.	4	3	0	0	0	3.6
2. anticipates community issues and trends affecting our district.	3	2	2	0	0	3.1
3. encourages community involvement in the district.	3	3	1	0	0	3.3
4. promotes community use of school facilities.	3	2	1	1	0	3.0
5. builds partnerships with the community, business and governmental leaders.	1	3	2	1	0	2.6
6. provides opportunity for meaningful parental involvement.	1	4	2	0	0	2.9
7. has an effective community relations program.	1	2	2	2	0	2.3
					AVG:	3.0

About You, the Board Member <i>As a board member, I:</i>	Commendable 4	Good 3	Adequate 2	Unsatisfactory 1	Not Observed	
A. make my decisions based on what is best for every child in the entire district.	6	0	0	0	0	4.0
B. listen to, and consider, community input while guarding my statutory decision-making authority.	5	1	0	0	0	3.8
C. promote the positive image of the district within the community.	6	0	0	0	0	4.0
					AVG:	3.9

COMMENTS

* Regarding #7: we have an effective community relations program in that when doors are opened for events, they come. We do not have the public in attendance at our meetings except when an issue arises.

* Statement 7. The board and the district use several means to communicate with the school and community population. Use of school based emails, quarterly newsletter and recorded telephone messages from the superintendent are all available in the township

Identifying the Challenges facing your District.

Recognizing that our board's highest priority is to improve student achievement, what are 3 major challenges current facing our district?

** Continuing to do what is necessary for help our test scores.*

Budget - until we are fully funded we will have shortfalls.

Keeping good staff members

** Student / teacher ratio. Working on increase class size and not leaving teachers with 1/3 filled classes in some schools and over crowding in others*

Campus schooling needs to be addressed at some point based on demographics..

** 1. Changing population*

2. Curriculum alignment to Standards and/or teachers following the Standards aligned curriculum

3.

** Reviewing the PARCC testing data and working with the faculty and staff to recognize areas of weakness that will need to be improved in the coming school year and beyond*

Justifying to the taxpaying citizens of the district the value being realized by the passing of the school bond referendum and how it benefits all citizens of the township whether or not they have children attending the school.

Maintaining continuity on the board, we will need to replace the president of the board and at least one board member due to resignation. Maintaining the good working relationship we had as a board will be helpful as we go forward

** Constantly changing State testing and standards*

Inadequate State aid

Charter schools

In maintaining our appropriate role as a policy making body through effective oversight, what specific areas of board governance require additional focus and training?

** Policy review and revision is not a high enough priority nor do we refer to the policies enough in our decision making.*

Financial reports and the standards used in government accounting are not fully understood.

State curriculum standards

** Policies regarding staff and board relationships*

Training on creating and maintaining an effective budget

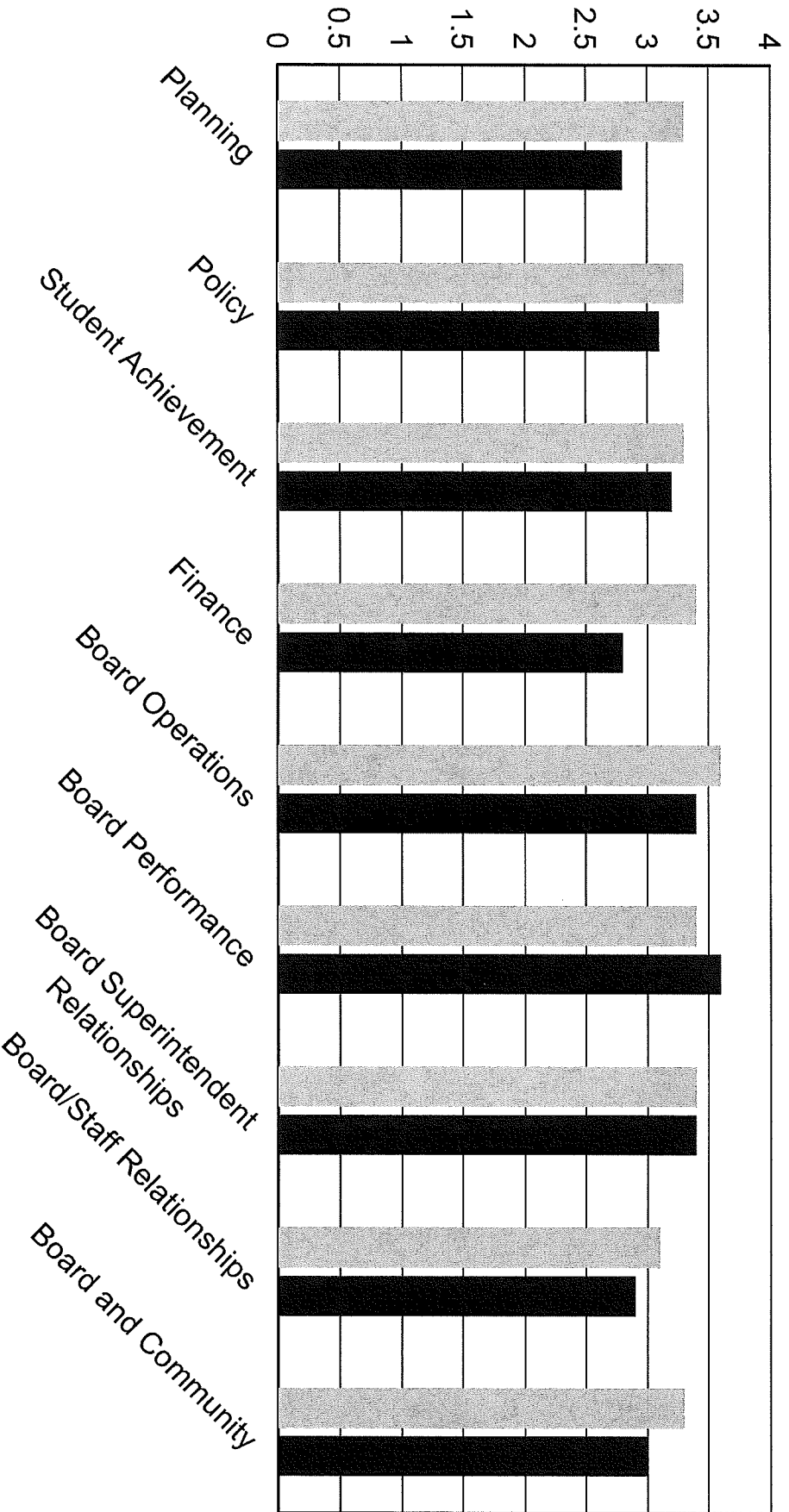
** Student Achievement and Policy*

** Dealing with the Budget*

Board Self Evaluation 2017

District: Pennsville Bd of Ed

Board to Value
Chart I

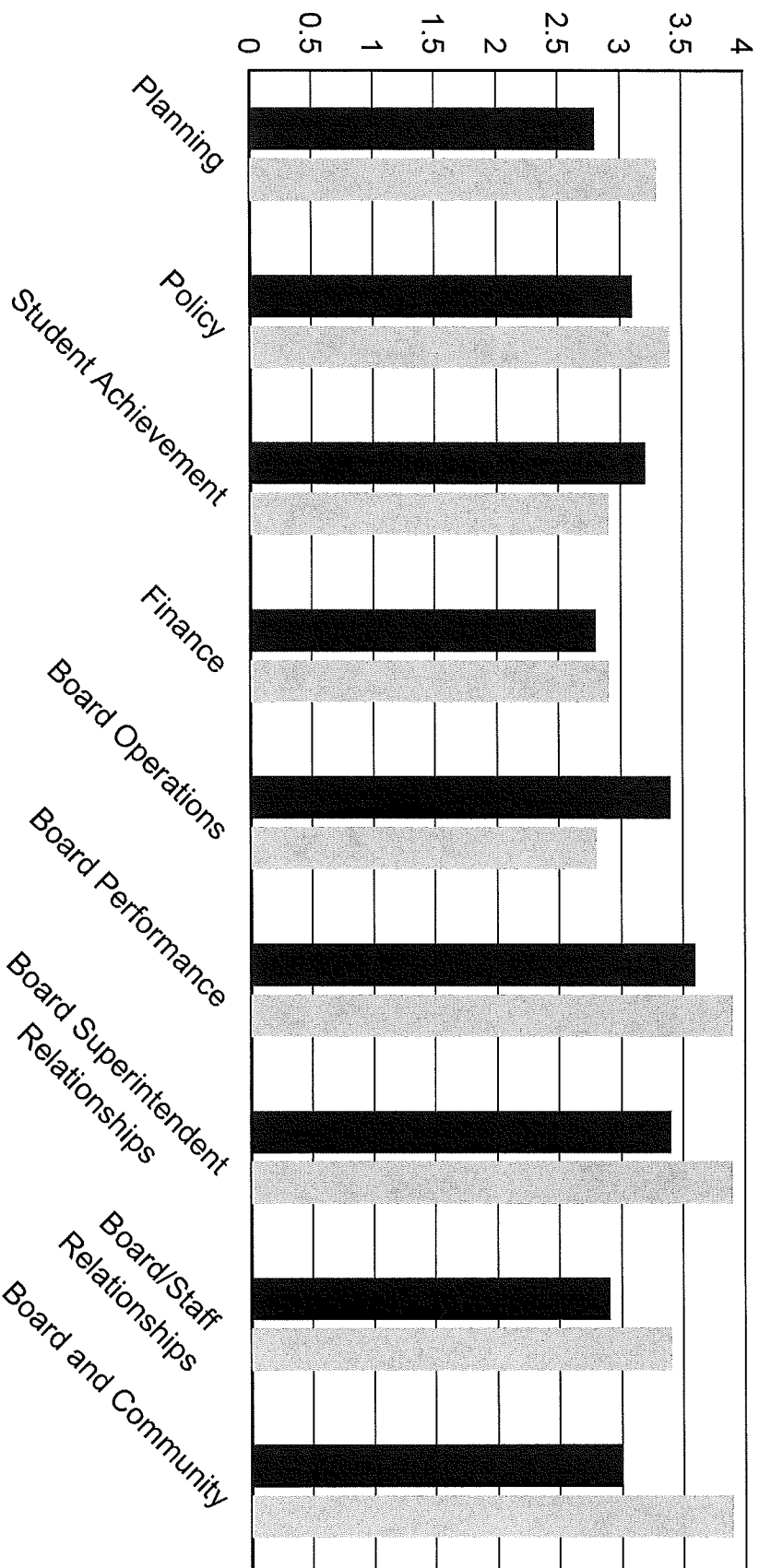


Board Self Evaluation 2017

District: Pennsville Bd of Ed

Board to Individual

Chart II



Board Self Evaluation 2017

District: Pennsville Bd of Ed

Current Year vs Prior Year

Chart III

