

October 11, 2012

The Work Session of the Board of Education of the Borough of New Providence was called to order at 7:30 p.m. on October 11, 2012, at the New Providence High School/Middle School Media Center, 35 Pioneer Drive, by Board President, Mr. Wolak.

Present on roll call were David Hasenkopf, Ira Krauss, Nancy Oppenhauser, Susan Vogel, and John Wolak. Also present were Dr. David Miceli, Superintendent of Schools; Dr. Deborah Feinberg, Assistant Superintendent of Educational Services; James E. Testa, School Business Administrator/Board Secretary, Sandra Searing, Director of Curriculum, Instruction and Supervision; and 4 members of the public.

Mr. Wolak led in the salute to the flag.

Mr. Wolak read the following statement:

This is a public meeting of the Board of Education of the Borough of New Providence. Adequate notice of this meeting has been given in accordance with PL 1975, Chapter 231 in that an annual notice was made in conformance with Section 13 of the Act.

This work session is a public meeting of the Board of Education and no Board action will be taken. The Board will convene to Closed Session no later than 10:00 p.m.

Mr. Wolak turned the meeting over to Dr. Miceli.

Dr. Miceli welcomed everyone.

He introduced the newest staff member Julie Spoerl, the new Technology Specialist at Salt Brook School.

Discussion Items

Dr. Miceli discussed the recent updates of the new teacher evaluation system. As part of the New Jersey Department of Education's waiver to No Child Left Behind, districts are now required to choose and implement a system for the evaluation of teachers. At the beginning of the year, the District began the required process to develop a new evaluation system. The New Providence School District developed an effective evaluation system aligned with the expectations of our Phase Initiative. Our *Classroom Observation Form and Descriptors of Effective Teaching*, which has been in use since 2010, assesses all elements of our initiative, and supports the District's vision of effective instruction. Meetings during the summer were successful. Our goal is to submit the final evaluation form that includes the new requirements to the State Department of Education after Board approval at the October 29th Board meeting. He thanked Mrs. Searing for spearheading the project and working with the principals. He also thanked Mrs. Vogel, the Board Representative, for her time and input on the project.

Mrs. Vogel thanked everyone involved with the development of this system. She stated that the teacher evaluation system which the District created and has been in use for the past two years, is well organized and efficient. She thanked the Board and District for developing the system, rather than having to purchase one of the commercial evaluation systems, which is not conformed to meet our needs.

Dr. Feinberg stated that she also attended the meetings. There was an underlying sentiment of ease from everyone who participated in the development of the evaluation system, which has been used since 2010. The baseline established over the years, has propelled the District forward.

Mrs. Searing commented that everyone was engaged in the meeting. The meeting was very positive with a good discussion on content and 21st Century skills in the classroom. She stated that this is more than just an evaluation document. In order to meet the New Jersey Department of Education's requirements, the District Evaluation Advisory Committee developed two additional supporting instruments: a new *Rubric to Guide Effective Teaching*, and a revised *Annual Performance Review for Teachers*, which supplement and align with the District's existing documents. Once these documents are approved by the State, the District will begin the pilot phase in January, 2013, prior to full implementation in September, 2013.

Dr. Miceli thanked everyone for their feedback. This assessment tool is a great opportunity to assess deficiencies, but more importantly, to capture the great work that our staff engaged in.

Mr. Wolak, on behalf of the Board, thanked the Committee, Mrs. Searing, Mrs. Vogel, Dr. Feinberg, and all the administrators and participants of the team for their time and input. The results reflect a collaborative effort of the hallmark of our success, as well as the visionary development of our administration to continue its mission in the 21st Century skills. He looks forward to the State having a similar positive reaction.

Dr. Miceli noted that we are scheduled to go to workshops in November to begin the process of adjusting the Principal's evaluation system.

Mr. Hasenkopf asked is it 2-3 classifications based on the State. Dr. Feinberg responded no, it's 4 classifications. Dr. Miceli added that they tied it into the new tenure law.

Review of 10/29/12 Agenda

The Board reviewed the October 29, 2012 Agenda.

Mr. Wolak noted that Mrs. Searing will make her 2012 District Assessment Report presentation at the October 29th Board meeting.

Mr. Wolak reviewed the Finance items in Mr. Smith's absence.

Mr. Testa reported that Item #4, relates to the capital reserve account, and is approved annually, in conjunction with Facilities item #1, submission of the Comprehensive Maintenance Plan for 2013/2014. Mr. Testa explained the process, as it is a State requirement to calculate and get Board approval. He stated that the calculation is based on the approved Long Range Facilities Plan and M-1 form, which shows how much is budgeted and expended in the operating budget. This reflects what the District has done and what they plan to do in the future. Mr. Wolak asked if we are anticipating these projects in the future on bond issuance. Mr. Testa responded that once the District gets to the Long Range Facilities Plan, we would utilize the document when planning in the future.

Dr. Miceli comments on the School Safety Plan. Ms. Maier and Mr. Hough tweaked the plan a bit due to State requirements. The substance of the plan is the same. Required school safety drills are already established, and have been submitted to the Department of Education after working with the local Police Department on a safety plan. He thanked the New Providence Police Department for always being there to advise us.

Mrs. Opperthauser reviewed the Education items. She commented that Dr. Miceli will present the Annual Bullying Report. Dr. Miceli stated that last year, the District was fully monitored by QSAC. However, the District is required to complete and submit a subsection on an annual basis. It's a self-assessment. There are no revisions this year on the Memorandum of Agreement with the State Police. There is an annual meeting on November 2nd with the Chiefs' of Police to sign off on the agreement.

Mr. Wolak reviewed the Personnel items, in Mr. Dibble's absence. There are a number of appointments, revisions to grade and steps and a release of an employee.

Mrs. Vogel commented on the regulations and policies. They hope to add policy #7440 to the agenda for the October 29th regular meeting. This policy entails the tweaking of the security plan.

Committee Reports

1. **Curriculum, Instruction and Technology Committee:**

Nothing additional to report at this time.

2. **Finance, Facilities, and Safety/Security Committee:**

Mr. Krauss reported that the committee is in the process of arranging a meeting to discuss facility needs and what would be considered for the Bond issue, a few years down the road, in the 2016/2017 school year per Mr. Testa.

3. **Personnel, Management and Communication Committee:**

Nothing additional to report at this time.

Comments

Dr. Miceli reported on the planned renovations of the High/Middle School media center. The New Providence Education Foundation met last Tuesday and will have hard numbers to move forward. At some point in the future, Mr. Barth will come to talk to the Board to present possible financing plans. Their goal is to do the renovations next summer.

Mr. Krauss reported on the enrollment report. There are more students than anticipated. The Board will keep a close watch on the numbers. Mrs. Opperthauser reported there are five sections of first grade at Salt Brook School. Dr. Feinberg added that there were four more registrations this week. Mr. Krauss commented that Merck is moving to Summit, and we will have to watch our enrollments closely. Mr. Wolak commented that the Merck move will help property value, but increase enrollment. This is why the Facilities Committee review is critical.

Public Hearing

Mr. Wolak opened the meeting to the public at 7:53 p.m. for comments.

Mrs. Cheng
126 Hickson

Commented on the population in New Providence. Ten years ago there was a drop in the population in town and One school was eliminated. She asked what would happen now when the population grows, as the high school is already crowded.

Messrs. Wolak and Krauss responded that the District would have to study the situation and monitor the growth before making any decisions. Mr. Krauss added that it will be many years before these students get to the high school.

Mrs. Cheng also asked where all the students come from; do they pay to come here; and do they have to live in town.

Dr. Miceli responded that all students in the District are residents who are enrolled as a resident based student. There are only a few tuition students.

Mrs. Cheng asked why the curriculum is not available on the District website for parents to access.

Dr. Miceli and Mr. Wolak responded that the District spends lots of time and money developing the curriculum, and anyone can access it if it were on the website. Mr. Hasenkopf commented that the curriculum is the intellectual property of the District.

Mrs. Cheng stated that she can obtain District curriculum with an OPRA request to the Board Office.

Mr. Wolak responded that her comment is correct.

There being no other comments from the public, Mr. Wolak declared the public portion of the meeting closed at 7:59 p.m.

Closed Session

Mrs. Vogel moved to adopt the following resolution:

1. This body shall on October 11, 2012, at 8:00 p.m. in the New Providence High School/Middle School Media Center, 35 Pioneer Drive, discuss in closed session, pursuant to Section 7 of the Open Public Meetings Act, specific matters which may generally be described as follows:
 - Student Matters
 - Litigation: Case #1582
Case #1121440

2. The minutes of the discussion in closed session of the aforementioned matters may be disclosed to the public after final determination of action has been reached.

Mr. Hasenkopf seconded the motion, which was carried unanimously.

Adjournment

The Board reconvened to public session at 8:47 p.m. Mr. Wolak called the Board to order.

Members present were Mr. Hasenkopf, Mr. Krauss, Mrs. Opperthausen, Mrs. Vogel, and Mr. Wolak.

There being no other business before the Board, on a motion by Mr. Krauss, seconded by Mrs. Opperthausen and carried unanimously, the Board President declared the meeting adjourned at 8:48 p.m.

James E. Testa, Board Secretary
10/11/12