

Regular Meeting  
South Orange-Maplewood  
Board of Education  
June 2, 2008

A Regular Meeting of the Board of Education of South Orange-Maplewood was held in the District Meeting Room at the Administration Building, 525 Academy Street, Maplewood, New Jersey, on June 2, 2008.

Board President Mark Gleason called the meeting to order at 7:45 p.m.

Adequate written notice of this meeting of the South Orange-Maplewood Board of Education was sent to the Township and Village Clerks, the Libraries, The Star Ledger, the News Record and all schools.

ROLL CALL: Present: Mr. Bennett, Ms. Crawford, Mrs. Daugherty, Mr. Eastman, Mr. Gleason, Mrs. Karriem, Mr. Laine, Dr. Payne-Parrish, Mrs. Wren-Hardin

Absent: None.

9 MEMBERS PRESENT

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

Mr. Gleason declared the minutes of the Executive and Public Sessions of May 19, 2008 approved as presented.

HEARING OF INDIVIDUALS AND DELEGATIONS

| <u>Name</u> | <u>Topic</u> |
|-------------|--------------|
|-------------|--------------|

Jackson Scaler and Sammi Greene announced the Respect, Reflect and Remember event scheduled for South Orange Middle school on June 19, 2008.

DISCUSSION

Second Reading: Board Policy 5330 – Administration of Medication

Ms. Bass reviewed the highlights of Policy 5330. Revisions are recommended to reflect recent changes in the law. There are no changes from the first reading.

Second Reading: Board Policy 7230 – Gifts and Corporate Sponsorships

Ms. Bass reviewed the highlights of Policy 7230. The intention is to address gifts, corporate sponsorships and naming rights in a single policy to make a distinction among each. Policy 7250 will be repealed because it is subsumed into the new policy. A new paragraph has been added from the first reading to provide right of first renewal for a donor to extend naming beyond the expiration of the term of recognition.

English Language Arts Audit Report

Superintendent Osborne provided background on the Language Arts audit and introduced the audit leader, Dr. Audrey Hains who presented her report.

Dr. Hains commended the Board of Education and administration for having had this audit done. She explained that this is a deficit report. Instead of looking for the best practices in the English Language Arts curriculum, the audit team searched for problems that exist, reported on the findings and then made recommendations to close the gaps based upon quality control. They looked for the alignment of three elements: taught curriculum, written curriculum and tested curriculum.

The audit team's findings and recommendations were detailed [full report on file in Board Secretary's office].

Mr. Osborne remarked how unusual it is for a Board of Education and school district to invite someone to "look under the hood with a bright flashlight." He thanked the Board and community for their input, and assured them that the district will follow up with the recommendations.

Following are highlights of the question and answer period:

- § Interview, document, and observation were used to determine that a deficit exists; two out of three have to clearly show a deficit.
- § Overall, found good students and good teachers, but lacking a system. Active learning in classrooms at Seth Boyden was impressive.
- § Texts are not closely aligned with State standards; need to be more explicit and thorough in articulation, but multi-disciplinary.
- § Begin the process of change with Board policy and then management plan; steps are outlined in the report. Report is on the district website.
- § Appreciation was expressed for the depth and direction of the audit that provided this impartial and concise way to move forward.
- § The work that lies before us has many implications including district policy, budget and goals.

***Board recessed at 9:30 p.m.  
Board reconvened at 9:40 p.m.***

#### ITEMS FOR ACTION

MOTION made by Dr. Payne-Parrish, seconded by Ms. Crawford, that the Board of Education approves the following personnel fiscal resolutions:

#### 2396A. RETIREMENTS

| NAME                | ASSIGNMENT                           | EFFECTIVE DATE |
|---------------------|--------------------------------------|----------------|
| Bolte,<br>Candice   | T Math<br>CHS – 1.0 FTE              | 11/1/08        |
| Gruenwald,<br>Renee | T Special Education<br>SOM – 1.0 FTE | 7/1/08         |

#### 2396B. RESIGNATIONS

| NAME        | ASSIGNMENT            | EFFECTIVE DATE |
|-------------|-----------------------|----------------|
| Binnington, | 1 <sup>st</sup> Grade | 7/1/08         |

|               |                                       |        |
|---------------|---------------------------------------|--------|
| Sara          | TUS – 1.0 FTE                         |        |
| Hite,<br>Erin | T Special Education<br>JEFF – 1.0 FTE | 7/1/08 |

2396C. REAPPOINTMENTS OF NON-TENURED STAFF FOR 2008-09

| NAME                 | ASSIGNMENT                          | EFFECTIVE DATE    | ANNUAL SALARY |
|----------------------|-------------------------------------|-------------------|---------------|
| Brady,<br>Kelly      | T Kindergarten<br>SB – 1.0 FTE      | 9/1/08<br>6/30/09 | \$42,460      |
| Hicks,<br>Marcia     | Guidance Counselor<br>MONT - .6 FTE | 9/1/08<br>6/30/09 | \$37,090      |
| Malespina,<br>Elissa | School Librarian<br>CHS - .6 FTE    | 9/1/08<br>6/30/09 | \$34,695      |

2396D. APPOINTMENT

| NAME          | ASSIGNMENT                                  | EFFECTIVE DATE    | ANNUAL SALARY |
|---------------|---------------------------------------------|-------------------|---------------|
| Roth,<br>Paul | Chief Information Officer<br>DIST – 1.0 FTE | 8/3/08<br>6/30/09 | \$128,000     |

2396E. LEAVES OF ABSENCE

| NAME                 | ASSIGNMENT                                  | EFFECTIVE DATE                                                                                                                   |
|----------------------|---------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|
| Convery,<br>Karen    | Speech/Language Specialist<br>TUS – 1.0 FTE | 5/16/08-6/30/08<br>(Paid Maternity Leave)                                                                                        |
| Glander,<br>Shannon  | 1 <sup>st</sup> Grade<br>MAR – 1.0 FTE      | 4/4/08-6/24/08<br>(Paid Maternity Leave)                                                                                         |
| Friedrich,<br>Donna  | T Project Ahead<br>SB<br>1.0 FTE            | 3/27/08-6/16/08<br>(Paid Maternity Leave)<br>6/17/08-6/30/08<br>(Unpaid Family Leave)<br>9/1/08-11/7/08<br>(Unpaid Family leave) |
| Howard,<br>Tracy     | T Kindergarten<br>MAR - .5 FTE              | 9/1/08-6/30/09<br>(Unpaid Childcare Leave)                                                                                       |
| Somers,<br>Alexandra | T Math<br>CHS – 1.0 FTE                     | 9/1/08/-6/30/09<br>(Unpaid Personal Leave)                                                                                       |

2396F. TRANSFER/REASSIGNMENTS

| NAME                    | OLD ASSIGNMENT                                  | NEW ASSIGNMENT                             | EFFECTIVE DATE    |
|-------------------------|-------------------------------------------------|--------------------------------------------|-------------------|
| Levine,<br>Danielle     | T Language Arts<br>CHS– 1.0 FTE                 | T Language Arts<br>SOM – 1.0 FTE           | 9/1/08<br>6/30/09 |
| Kaesshaefer,<br>Michele | T Special Education (Autistic)<br>TUS – 1.0 FTE | T Special Education (RR)<br>JEFF – 1.0 FTE | 9/1/08<br>6/30/09 |
| Mandelbaum,<br>Kip      | T Preschool – ELLI<br>SM – 1.0 FTE              | T Preschool – ELLI<br>JEFF – 1.0 FTE       | 9/1/08<br>6/30/09 |
| Marchak,<br>Janice      | T Special Education<br>MAR – 1.0 FTE            | T Special Education<br>JEFF – 1.0 FTE      | 9/1/08<br>6/30/09 |

|                |                              |                                 |                   |
|----------------|------------------------------|---------------------------------|-------------------|
| Pepe,<br>Laura | T Preschool<br>MAR – 1.0 FTE | T Kindergarten<br>MAR – 1.0 FTE | 9/1/08<br>6/30/09 |
|----------------|------------------------------|---------------------------------|-------------------|

2396G. SALARY ADJUSTMENTS

| NAME                    | ASSIGNMENT                           | EFFECTIVE DATE                | ADJUSTMENT            | ACTUAL SALARY |
|-------------------------|--------------------------------------|-------------------------------|-----------------------|---------------|
| Cadorette,<br>Catherine | Clerical Aide<br>DIST – 1.0 FTE      | 3/31-4/4/08<br>(29 hours)     | \$7.79<br>(per hour)  | \$225.91      |
| DiBlasio,<br>Bonnie     | T Special Education<br>SOM – 1.0 FTE | 1/30/08-6/30/08<br>(20 hours) | \$58.61<br>(per hour) | \$1,172.20    |
|                         | T Special Education<br>SOM - 1.2 FTE | 3/17/08<br>6/30/08            | +\$15,804             | \$97,853      |

2396H. APPROVE REVISED JOB DESCRIPTIONS (See attached)

Assistant Superintendent for Administration  
Assistant Superintendent for Curriculum and Instruction

2396I. APPROVE REAPPOINTMENT LIST FOR 2008-09 (See attached list)

REAPPOINTMENT OF ALL OTHER STAFF FOR 2008-09 SCHOOL YEAR

ROLL CALL: Motion 2396A-B, E,G-H passed; 9 yes, 0 no  
Motion 2396D was withdrawn.  
Motion 2396C, F, I passed. YES: Mr. Bennett, Ms.  
Crawford, Mrs. Daugherty, Mr. Eastman, Mr. Gleason, Ms.  
Kariem, Mr. Laine, Dr. Payne-Parrish, Mrs. Wren-Hardin.  
NO: none.

MOTION made by Ms. Crawford, seconded by Mr. Bennett, that the Board of Education:

2397. Sets the following as its primary goals with respect to  
governance and representation during the 2008-09 year.

1. Review 2007-08 District Goals and amend them for 2008-09.
  - a. In collaboration with the superintendent, develop milestones for 2008-09.
2. Complete a thorough and objective annual evaluation of the superintendent, using the format developed by the Board in March 2008 that closely aligns evaluation to achievement of District Goals.
  - a. Conduct four quarterly evaluation sessions with the superintendent in order to deliver ongoing feedback and produce the final annual evaluation.
3. Approve a 2009-10 budget that aligns district spending with District Goals.
4. Approve a 2009-12 contract with the South Orange-Maplewood Education Association that is focused on student achievement

and supportive of District Goals.

5. ~~Begin to r~~ Revise the Policy Manual to address the recommendations of the Phi Delta Kappa audit of the English Language Arts curriculum, and also to align it the Manual with “policy governance,” with sections covering ends, limitations, Board-superintendent relations, and Board governance.
  - a. Complete revisions and/or additions to the Policy Manual to address policy-related recommendations of the English Language Arts audit.
- a. b. Complete a new section on Board governance by April 2009.
6. Participate in and contribute to the successful completion of the NJQSAC process beginning in fall 2008.
7. Improve the Board’s external communications and outreach, especially on matters of policy.
  - a. Effectively communicate to the community in various ways the contents of District Goals.
  - b. Evaluate the Board section of the new district website and identify improvements that may make information more accessible and timely.
8. Effectively engage key state leaders and advocate at the state level on policy and legislative issues of concern to the district.
9. In accordance with Board policy, conduct a Board self-evaluation assessing the Board’s performance in achieving these 2008-09 Board Goals.

MOTION made by Mr. Gleason, seconded by Mr. Eastman to amend Goal #5.

ROLL CALL: Motion to amend Goal #5 passed; 9 yes, 0 no.

MOTION made by Mr. Laine, seconded by Mr. Bennett to amend Goal #8.

ROLL CALL: Motion to amend Goal #8 passed; 9 yes, 0 no.

Motion 2397 passed as amended; 9 yes, 0 no.

MOTION made by Ms. Crawford, seconded by Mr. Bennett, that the Board of Education:

2398A. Adopts Policy 5330 - Administration of Medication, as presented.

2398B. Adopts Policy 7230 - Gifts and Corporate Sponsorships, as presented.

2398C. Repeals Policy 7250 - Recognition of Gifts from Outside Sources.

2399. Amends the 2008-09 school calendar to designate the following dates as four-hour days for elementary school students only to allow for parent-teacher conferences:

- Thursday, October 2, 2008 - evening conference

- Friday, October 3, 2008 - afternoon conference
- Monday, October 6, 2008 - afternoon conference
- Tuesday, October 7, 2008 - evening conference

BE IT FURTHER RESOLVED THAT the Board of Education amends the 2008-09 school calendar to designate Tuesday, April 28, 2009, through Friday, May 1, 2009, as four-hour days for middle school students (grades 6-8) only to allow for administration of NJ ASK testing.

2400. Approves the assignment of the students listed below as tuition-free students for the 2007-08 school year. The students' parents shall be responsible for providing transportation for the children to and from their assigned schools.

| <u>Student No.</u> | <u>School</u> | <u>Grade</u> |
|--------------------|---------------|--------------|
| 0BYC               | SOMS          | 7            |
| 0A0N               | CHS           | 9            |
| 0G4C               | CHS           | 10           |

2401. Approve the following attendance and related travel expenses:

| BOARD MEMBER    | EVENT                                                   | DATE              | Location      | Estimated Cost (\$'s) |
|-----------------|---------------------------------------------------------|-------------------|---------------|-----------------------|
| Rowland Bennett | Essex Regional Educational Services Commission Meetings | 6/5, 6/19, 9/4/08 | Fairfield, NJ | 60                    |

BE IT FURTHER RESOLVED THAT the Board of Education approve the above event to be work related and within the scope of the work responsibilities of the of the attendee and promotes the delivery of instruction or furthering of efficient operation of the school district and is fiscally prudent, and in compliance with N.J.S.A. 18A:12-24 and 24.1 of the School Ethics Act.

2402. Approves the operation of a high school summer school program at Columbia High School for the summer of 2008 pursuant to N.J.A.C. 6:3-1.8.

ROLL CALL: Motions 2398A-C, 2399, 2400, 2401, 2402 passed; 9 yes, 0 no.

#### HEARING OF INDIVIDUALS AND DELEGATIONS

None.

#### NEW BUSINESS

Mr. Gleason announced that structuring will be a topic at the Education Liaison meeting scheduled for Friday, June 6, 2008.

Ms. Crawford commented on the musical festival at South Orange Middle School on June 19, 2008.

Future Public Board Meetings – Read by Ms. Crawford

The Education Liaison Committee of the South Orange-Maplewood Board of Education, the Township of Maplewood and the Township of South Orange Village will meet on Friday, June 6, 2008, at 7:30 a.m. in the Superintendent's Office at 525 Academy Street, Maplewood NJ, to discuss issues pertinent to the school district and to the two municipalities of South Orange and Maplewood. No action will be taken.

The Board of Education will hold a Special Public Meeting on Monday, June 9, 2008, at 7:00 pm, in the Superintendent's Office at 525 Academy Street, Maplewood, NJ. At the meeting, the Board will consider a motion to recess into Closed Session to hold a Student Discipline Hearing. Action will be taken.

The Board of Education will meet in Closed Session on Monday, June 16, 2008, at 6:00 pm, in the Superintendent's Office to discuss personnel and legal issues, negotiations and other matters to be announced at a later date. Immediately following the Closed Session, the Board of Education will meet in Public Session at 7:30 pm in the District Meeting Room, 525 Academy Street, Maplewood, NJ. Action will be taken.

The Education Liaison Committee of the South Orange-Maplewood Board of Education, the Township of Maplewood and the Township of South Orange Village will meet on Friday, June 20, 2008, at 7:30 am in the Superintendent's Office at 525 Academy Street, Maplewood, NJ, to discuss issues pertinent to the school district and to the two municipalities of South Orange and Maplewood. No action will be taken.

The Board of Education will meet in Closed Session on Monday, July 21, 2008, at 7:00 pm, in the Superintendent's Office to discuss personnel and legal issues, negotiations and other matters to be announced at a later date. Immediately following the Closed Session, the Board of Education will meet in Public Session at 7:30 pm in the District Meeting Room, 525 Academy Street, Maplewood, NJ. Action will be taken.

MOTION made by Ms. Crawford, seconded by Mrs. Wren-Hardin, that the Board of Education meet in Executive Session prior to the June 16, 2008 Public Meeting to discuss personnel, legal and special education matters, and negotiations, the nature of which will be made public at a future date. Motion unanimously approved.

MOTION made by Ms. Crawford, seconded by Mr. Bennett, that the Board of Education recess to closed session. Motion unanimously approved at 10:17 p.m.

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Karla Milanette, Board Secretary