

**MINUTES OF THE PATERSON BOARD OF EDUCATION  
BOARD RETREAT**

September 8, 2018 – 9:30 a.m.  
William Paterson University  
300 Pompton Road  
Wayne, New Jersey

Presiding: Comm. Oshin Castillo, President

Present:

Ms. Eileen Shafer, Acting State District Superintendent  
Ms. Susana Peron, Acting Deputy Superintendent

Comm. Emanuel Capers  
Comm. Manuel Martinez  
Comm. Jessica Schutte

Comm. Jonathan Hodges  
Comm. Joel Ramirez

Absent:

Comm. Vincent Arrington  
Comm. Nakima Redmon, Vice President  
Comm. Kenneth Simmons

The Salute to the Flag was led by Comm. Castillo.

Comm. Martinez read the Open Public Meetings Act:

The New Jersey Open Public Meetings Act was enacted to insure the right of the public to have advance notice of, and to attend the meetings of the Paterson Public School District, as well as other public bodies at which any business affecting the interest of the public is discussed or acted upon.

In accordance with the provisions of this law, the Paterson Public School District has caused notice of this meeting:

**Special Meeting  
August 20, 2018 at 6:30 p.m.  
Administrative Offices  
90 Delaware Avenue  
Paterson, New Jersey**

to be published by having the date, time and place posted in the office of the City Clerk of the City of Paterson, at the entrance of the Paterson Public School offices, on the district's website, and by sending notice of the meeting to the Arab Voice, El Diario, the Italian Voice, the North Jersey Herald & News, and The Record.

## Strategic Plan – 3 Options:

**Option I:** The first option is the one that is most inclusive  
Affects all employees, managers & community  
All-inclusive of NJQSAC so it isn't an event  
Each area will be DPR area  
Each manager will identify the work around the area who is accountable and what resources are needed  
Share plan with Board for review, revisions  
Share plan with Community for their voice  
Bring back to Board for approval  
Review plan quarterly  
One option with flow charts  
Dues – Comm. Martinez: doing this in alignment with budget will we have additional funding? This would drive the budget (District Priority drives the budget)

**Option II:** The second one for the Board to develop 10 areas for priorities we would assign the DPR areas, funding, etc.  
Monitoring Quarterly

**Option III:** Community leads & gives us 10 areas of priorities  
(Same – with DPR areas, board and central office)

- Who will take the Lead?
- Develop Steering Committee
- Meeting Dates
- Ready in Spring w/viable plan and ready for a vote

Comm. Schutte: Do we ever include the teachers?  
They know what's working and not working

- Instructional Rounds
- Committees
- Teacher Rounds
- Union Presidents (1 month)

✓ We can do it hand and hand = as we develop it, it won't be us and yours  
✓ We can't have a laundry list but topics

Comm. Hodges: Alternative view = January you were handed a 500 million corporate budget, the board was in charge with 4 responsibilities

- Advocacy for students
- Planning
- Oversight

- Evaluation of Superintendent
- If you ask the district to bring the plan you miss what your priorities are?
  - What did you receive from the slate?
  - What are the conditions of building, conditions of academics?
  - Look closely at what you have received
  - Plan & look at how you want it?
  - Look at the money
  - Educationally where we are: are we competitive/against ourselves and others?
- Will you go through the process to identify strengths and weaknesses then we can decide?
- It is our responsibilities (We) the Board...
- We need to identify areas of our needs, maybe the current staff can't deliver and we may need to hire someone else
- ✓ The district provides the Board with information data and information and let the Board add or delete areas and needs

Comm. Castillo: I want to understand, we should include an audit (full) to

Comm. Hodges: The illustration of the House, we look at the house,

- We want everything from soup to nuts, to decide what we want
- We can go out – to do forums – we need a direction – areas of what we are doing (2, 3, 4 years ago – what we were lead to believe that was going on in the classroom

Comm. Martinez: Audit of every building, put into major buckets and conduct audits

Comm. Castillo: This would be great to look into this (High Schools)

Comm. Schutte: Foundations = is important as well

Comm. Castillo: It's a combination of Option I & II – send major concern to districts

Comm. Hodges: Should be doing everything

- Facilities
- Infrastructure
- Operations
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Comm. Castillo: We would put together the areas, starting with the budget process.

- Let us develop the buckets:
  - Identify sub-categories
  - Bring back to Board

Ms. Shafer: Additional Meetings

Comm. Hodges: Collection of Data

- Over arching idea
- What does the district look like in the future?
- You give all data to the community
- Retreats = w/different departments & in different areas (Education, Special Education, Facilities)
  - The Strategic Planning is extremely important (Redmon is working)
- This is a full board plan and decision

Ms. Shafer: Certainly schedule meeting for those who are not here

**Reading Program:**

- Teachers – asking kids who were on the laptop & what were they looking at?
- Should services – internet costs (City-Wide) (Little Schools)
- Concrete Data – do better on PARCC than other schools
- Smart Boards (Interactive Boards)
- Desktop for teachers
- Audit of that note taking
- K-8 Middle School (Experience)
- September 17<sup>th</sup> Boards Commissioners need to hand in additional information for Equity Plan

**World Language: (Mandate)**

- 40 minutes every 6 day cycle
- Grant/Cursive Writing/Penmanship
- Update the Board pictures for schools
- Video: Type I & Type II
- Comm. Castillo suggested that E. Shafer speak to Bob on how far she should go with Chris with every board meeting?
- We need to use out time to educate parents on this
- Linda Galloshaw & Rosie Grant will start groups that will go out to educate the community on this
- District Educational
- Place name on Reorganizational Chart
- Guidance – for Athletics (2) JFK/EHS
- How much can D. Cozart take on?
- Comm. Ramirez wants to see the full Job Description of Director of High School

- Job Descriptions (Unit Assistant Superintendents, High School Director)
- Credit Recovery – Questions
- IBM & PTECH
  - ASS Degree
  - Who will teach this? Can we keep these teachers?
  - Are these going to be professors and maintain them in negotiations?
  - Great start to private/public partnerships – each year we take in 100 students (2019)
  - Where would we put this program?
  - Board will also work on this... (Location)
  - Comm. Hodges asked Ms. Shafer to look into the Pickle Factory for PANTHER
  - Job Description – Field Investigator (Board address to this) Confidential
    - Comm. Hodges – About Sweeney situation – to go into Executive Session = keep in mind rice needs to be in place
  - Questions & pressing – should be coming into a policy discussion
  - Comm. Hodges – Littering Campaign for students in-house recycling (Is this a shared service?)

The meeting was adjourned at 2:00 p.m.