

SEPTEMBER 29, 2013

A Special Public Meeting of the Board of Education of the Township of Teaneck, County of Bergen, New Jersey, was held in the Eugene Field, Administration Offices, Margaret Angeli Staff Development Room, One Merrison Street, Teaneck, New Jersey, on Sunday, September 29, 2013 at 9:00 a.m. Dr. Ardie Walser, President of the Board, presided.

FLAG SALUTE

PRESIDING OFFICER'S MEETING NOTICE STATEMENT

"I hereby call to order the Special Public Meeting of the Teaneck Board of Education, held on Sunday, September 29, 2013 in the Eugene Field, Administration Offices Margaret Angeli Staff Development Room. Adequate notice of this meeting has been sent to The Record, The Suburbanite, filed with the Municipal Clerk of the Township of Teaneck and posted inside the Teaneck Board of Education, One Merrison Street, on Friday, September 27, 2013."

ROLL CALL

Board Members Present: Mrs. Margot Fisher
Dr. David Gruber
Mrs. Sarah Rappoport
Mrs. Gervonn Rice
Mr. Sebastian Rodriguez
Mr. Howard Rose
Dr. Ardie Walser
Mrs. Clara Williams arrived 9:08 am
Ms. Shelley Worrell

Absent:

Others Present: Ms. Barbara Pinsak, Superintendent of Schools
Mr. Robert Finger, Business Administrator/Board Secretary
Mr. Vincent McHale, Assistant Superintendent of Curriculum
and Instruction

PUBLIC PARTICIPATION ON MEETING AGENDA

The public hearing on matters appearing on this meeting's business agenda commenced at 9:05 a.m. No one wished to address the Board on any agenda matters and the hearing was closed.

BOARD RETREAT

8:30a.m. - 9:00a.m. - BREAKFAST

9:00a.m. - Focus Activity

9:20a.m. - Summary of 2012-2013 goals and objectives/results and indicators for future

- a. Review of Advanced Placement enrollment and scores
- b. Review of NJASK/HSPA data
- c. Review of Five Year Graduation Report Summary

10:15a.m.-11:15a.m. – Dialogue with Secondary School Leaders & Focus Activity

11:15a.m. – BREAK

11:30a.m. – 1:00p.m. - Discussion of recommended three-year district goals

- a. Use benchmark data from 2012-2013
- b. Purpose and focus for recommendations
- c. Superintendent's Goals

1:00p.m. - 1:30p.m. – LUNCH

1:30p.m. - Future of Community Education Programs

2:00p.m. - School Security Upgrades

2:30p.m. - Discussion of American School Board Journal articles – Gervonn Rice

2:45p.m.

- 1. Board Member Role/Responsibilities – Philip Stern
 - a. Board member interactions with school personnel
- 2. Responsibilities of Committee Chairpersons – Dr. Ardie Walser
 - a. Reorganization and Assignments of Committees and School Liaisons

3:00p.m. - Wrap-up

- a. Items or topics for future workshop sessions or public meeting presentations
- b. Group activity

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FORMAL BUSINESS AGENDA

The Board of Education took the following indicated actions on the business agenda items for this meeting.

SCHOOL OPERATIONS & CURRICULUM

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Motion made by Mr. Rodriguez seconded by Mr. Rose;

21. the Board approved and adopted the **Strategic Plan and goals** for the **2013-2014** school year. A copy of the plan is appended to and made a part of the minutes.

Roll call on School Operations & Curriculum Motion #21; Motion approved 9-0.

PERSONNEL

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Motion made by Mr. Rodriguez seconded by Mr. Rose;

68. the Board approved the inclusion of qualitative and quantitative goals in the contract for Barbara Pinsak, Superintendent of Schools for the **2013-2014** school year and furthermore, that the goals be submitted to the Executive Bergen County Superintendent of School for review and approval. The goals are appended to and made a part of the minutes.

Roll call on Personnel Motion #68; Motion approved 9-0.

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PUBLIC PARTICIPATION ON OTHER THAN MEETING AGENDA

The public hearing on matters other than those appearing on this meeting's business agenda commenced at 3:50 p.m. No one wished to address the Board on any agenda matters and the hearing was closed.

ADJOURNMENT

On a motion made by Mr. Rodriguez and seconded by Mr. Rose, the meeting adjourned at 3:54 p.m.

Respectfully submitted,

Robert S. Finger, CFE, CGFM
Business Administrator/Board Secretary

Teaneck Public School District

Goals for 2013-2015

GOAL 1: Students attending the Teaneck Public Schools will acquire the skills, knowledge and understandings in order to be successful in the twenty first century, as measured by:

Objective 1: Students will demonstrate improved performance on primary indicators of college readiness and success.

- Indicator 1a: All District schools will meet the annual performance targets, established for them by the New Jersey Department of Education, in each subgroup and for all student groups.
- Indicator 1b: Increased student participation and success in Honors and Advanced Placement courses at Teaneck High School.
- Indicator 1c: A 3% increase in the year over year percentage of students passing the Algebra I end-of-course practice assessment.

Objective 2: Students will engage with curriculum that is relevant to the real world, reflecting the knowledge and skills that they need for success in college and careers.

- Indicator 2a: Curriculum will be aligned with the Common Core Curriculum Standards (CCCS) across subject areas and grades.
- Indicator 2b: Technology that assists students in acquiring 21st century skills will be infused into curriculum across subject areas and grades.
- Indicator 2c: The District will explore and select new programs and review/revise existing programs in order to enhance and expand learning opportunities for students

GOAL 2: Teachers and administrators in the Teaneck Public Schools will acquire the skills, knowledge and understanding necessary to support student achievement as measured by:

Objective 1: The District will implement a performance evaluation system that employs multiple measures to evaluate teachers', principals' and supervisors' effectiveness.

- Indicator 1a: Fully implement the AchieveNJ model of teacher evaluation.
- Indicator 1b: Implement the Multidimensional Principal Performance Rubric (MPPR) system to evaluate principals, assistant principals, directors and supervisors.
- Indicator 1c: Administrators will participate in the 360 ° feedback tool for individual improvement.

Objective 2: The District will provide professional development for teaching staff that will focus on differentiating content, assignments and assessments.

- Indicator 2a: Provide training to teachers in how to conduct test item analysis and data disaggregation to modify and differentiate instruction.
- Indicator 2b: Provide professional development for teaching and administrative staff that will target the use of Academic Learning Time (ALT) and improve planning for instruction.

- Indicator 2c: Conduct monthly Academic Learning Time (ALT) academic walkthroughs to insure that students know and understand lesson's objective, actively manipulate the lesson's content, and experience a 75-95% success rate.
- Indicator 2d: Provide professional development to teachers and administrators in the use of Performance Tracker software and support the use of the tool in developing groups for instruction.

GOAL 3: The environment in the Teaneck Public Schools will be safe and respectful, with students and adults appreciative of the unique contributions of members of the community, as measured by:

Objective 1: Teaneck's discipline regulations/schools' Code of Conduct will ensure equity, alignment with code and statutes, consistency and a philosophy that develops and sustains good character and citizenship.

- Indicator 1a: Yearly review and revision of Code of Conduct.
- Indicator 1b: Publish the Code of Conduct as one document to provide students, parents and the community with access to the District document.
- Indicator 1c: Code of Conduct will be communicated to all parents and staff yearly.

Objective 2: The District will educate staff and students about Harassment, Intimidation and Bullying (HIB) and continue to seek and develop curriculum that will aid students in learning to respect themselves and others.

- Indicator 2a: Ongoing education of Teaneck's' staff, students and parents regarding policy and procedures for incidents of Harassment, Intimidation and Bullying (HIB).
- Indicator 2b: Identify character education components in existing curriculum and activities and Implement curriculum revisions that will imbed conflict resolution activities where appropriate.

GOAL 4: The Teaneck Public Schools will communicate effectively with parents and with the community, as measured by:

Objective 1: The Teaneck Public Schools will continue to improve/enhance communication between schools and between schools and parents in order to support student achievement and social success.

- Indicator 1a: Parents will receive relevant, timely information from their teachers, schools and the District.
- Indicator 1b: The schools and district will provide a variety of forums and use a variety of communication tools to develop connections with families.

Objective 2: The District and the Board of Education will communicate effectively with the school community and greater community concerning policies, programs and budgets.

- Indicator 1a: Budget information, policy changes and program effectiveness and results will be communicated with PTO, PTA, PTSO, BQMT, DAT and other committees and/or organizations.
- Indicator 1b: Schools and the district will seek new ways to strengthen the liaison between schools and home and between schools and the community.

GOAL 5: The Teaneck Public Schools will provide funding for Goals 1-4 and sustain school facilities while respecting community resources, as measured by:

Objective 1: The District will prepare annual budgets that keep the increase to the tax levy below the 2% state limit.

- Indicator 1a: District will continue an ongoing review of programs and personnel needs to find cost savings and efficiencies.
- Indicator 1b: District will search for and submit grants that will support and expand effective programs and services to students and families.

Objective 2: The District will seek and find alternative funding sources and efficiencies that will support school initiatives.

- Indicator 1 a: District will expand upon current relationships with TOPS, civic organizations, businesses and the Teaneck HS Alumni Association to solicit volunteers, donations and in-kind contributions.

Objective 3: District schools will be safe and well-maintained facilities that are renovated and repaired in a responsible manner.

**Teaneck Public Schools
Superintendent's Merit Goals
2013-2014**

Action Plan

DISTRICT GOAL 1: Students attending the Teaneck Public Schools will acquire the skills, knowledge and understandings in order to be successful in the twenty first century.

Redesign seventh and eighth grade scheduling and core and elective curriculum in order to infuse technology and incorporate study skills and other 21st century elements of the NJ Common Core, as evidenced by curriculum updates and new course offerings. (Qualitative)

Activities	Timeline and Evidence	Merit Bonus Total = 2.5%
1. Form a committee made up of teachers, administrators and parents with the charge of redesigning 7 th and 8 th grade schedule and elective offerings. Student input sought wherever feasible and appropriate.	October 30 2013 Committee roster	
2. Committee becomes familiar with common core 21 st century skill requirements, reviews current status of middle school schedules and electives and makes recommendations for changes for 14-15.	November 2013 – February 2014 Minutes of meetings	
3. C and I supervisors and teachers review/redesign core curriculum to include technology strand, study skills strand, and college/career readiness.	November 2013 – March 2014	
4. Budget considerations determined and submitted to Finance Committee.	January 2014	
5. Middle School schedules reconfigured to accommodate redesign.	May 2014 Verification that schedule can be implemented. New electives added to Skyward.	
6. Seventh and Eighth grade redesign, including revised curriculum and schedules, submitted to BOE.	June 2014	

Teaneck Public Schools

**Superintendent's Merit Goals
2013-2014**

DISTRICT GOAL 5: The Teaneck Public Schools will continue to improve/enhance communication between schools and between schools and parents in order to support student achievement and social success.

Further develop communication and employ technology and other means to support information sharing with the community and improve vertical communication and program articulation between schools, as evidenced by improved website, new or improved methods of communication and document of articulation of articulation information. (Qualitative)

Activities	Timeline and Evidence	Merit Bonus Total = 2.5%
1. Develop and administer survey seeking perceptions about quality of information and ease of acquiring information from district and district schools. Analyze information gathered.	October 30 2013	
2. Evaluate and redesign district website to facilitate community access.	September 2013 – January 2014	
3. Investigate opportunities to use social media to communicate with the parents and community and implement those that are most viable.	October 2013 – March 2014	
4. Review and refine mechanism for contacting media for the purpose of improving communication.	October 2013 – March 2014	
5. Develop means of ongoing evaluation of district communication with parents.	By December 2014	
	.	1.25%
6. Review current information management for SE students moving from one school to the next, revise (improve) process.	November 2013	
7. Review current information management for I and RS students moving from one school to the next or one grade to the next, revise (improve) process.	November 2013	
8. Review current information management for HIB victims or aggressors	November 2013	

moving from one school to the next, revise (improve) process.		
9. Review and revise guidelines for teacher-to-teacher communication regarding student placement and grouping.	January 2014	
10. Review and improve guidance counselors' role in improving student scheduling to assure college readiness.	February 2014	
11. Review information provided to parents (for information value, timeliness and alternatives) by schools as students move between schools.	March 2014	
12. Produce document of guidelines for schools and parents. Present to BOE.	May 2014	
		1.25%

**Teaneck Public Schools
Superintendent's Merit Goals
2013-2014**

DISTRICT GOAL 1: Students attending the Teaneck Public Schools will acquire the skills, knowledge and understandings in order to be successful in the twenty first century.

A 5% year-over-year increase (from May, 2013 – May 2014) in the average score of students taking the End of Year (EOY) practice assessment for Algebra 1.* (Quantitative)

Activities	Timeline and Evidence	Merit Bonus 3.33%
1. Compile base-line data from End of Year assessment given in May, 2013 (THS, BFMS and TJMS).	Completed Summary Report	
2. Analyze content standards strengths and needs in order to make curriculum adjustments.	July 2013 Analysis available	
3. Make curriculum adjustments, develop or find supplemental resources to support student achievement and develop district benchmark assessments and end-of-course examination.	September 2013 Documents from math supervisor	
4. Periodic review of assessment data from students in Algebra I classes and adjustment of interventions for individuals and groups	November 2013 January 2014 February 2014	
5. Comparison of 2014 results with those of 2013	June 2014	
6. Report to the Board of Education	June 2014 Report documents	

*American Diploma Project assessment

**Teaneck Public Schools
Superintendent's Merit Goals
2013-2014**

DISTRICT GOAL 2: Teachers and administrators in the Teaneck Public Schools will acquire the skills, knowledge and understanding necessary to support student achievement.

One hundred percent (100%) of District Administrators, including principals, assistant principals, directors and supervisors, will be evaluated with the Multidimensional Principal Performance Rubric by June, 2014. (Quantitative)

Activities	Timeline and Evidence	Merit Bonus 3.33%
1. Provide professional development for administrators and administrator-evaluators in developing an understanding of the MPPR tool and implementation process.	August 2013 Agenda and roster of professional development	
2. Schedule monthly meetings with administrators to support them in developing baseline for improvement, align administrator and district goals,	September 2013 – May 2014 Agendas of meetings Attendance Rosters	
3. Schedule monthly meetings between Superintendent and Assistant Superintendent to monitor progress towards effective observation	September 2013 – May 2014	
4. Observe each non-tenured administrator three times and each tenured administrator twice.	September 2013 – May 2014	
5. Meet with each administrator 4 times per school year to discuss progress in school/department towards achieving district and individual goals.	Agenda Copy of administrators' reports	
6. Complete evaluation of administrative staff by May 30, 2014 and report to BOE	June 2014	

**Teaneck Public Schools
Superintendent's Merit Goals
2013-2014**

DISTRICT GOAL 1: Students attending the Teaneck Public Schools will acquire the skills, knowledge and understandings in order to be successful in the twenty first century.

All district schools will meet or exceed the annual NCLB progress targets, in all subgroups. (Quantitative)

Activities	Timeline and Evidence	Merit Bonus 3.33%
1. Continuous Review and revise all curriculum based on Core Curriculum Content Standards (CCCS) a) Implement 3-6 mathematics program and curriculum b) Provide training to teachers in implementing CCCS and preparing for next-generation assessments Utilize NJDOE Model Framework to design curriculum units with embedded benchmark assessments	Check-in October 2013, November 2013 Staff development calendar for meeting schedule for PD	
2. Review and revise benchmark assessments that are aligned to the CCCS.	October 2013 Summer workshop schedule Staff Development Calendar	
3. Continue to analyze indicators of Measure of Academic Progress (MAP) assessments and district produced assessment to assist teachers in differentiating instruction.	PD calendar Principals' staff meeting agendas November, January, February	
4. Continue to assure that parent/teacher conferences and other interactions will include data review and goal setting for the year.	P/T conferences at all schools Documentation from school principals Teacher logs	
5. Guidance counselor will continually review student to ensure student	November 2013	

academic performance is closely monitored by the teacher, principal and guidance counselor, with outreach to parents of students who are not demonstrating academic progress.	December 2013 January 2014 February 2014 March 2014	
6. Provide professional development for teaching and administrative staff that will target the use of Academic Learning Time (ALT) and Anatomy of a Lesson (AOL) to improve instructional planning and implementation	PD calendar Principals' staff meetings	
7. Provide professional development for teaching and administrative staff in the Danielson Teacher Effectiveness Model.	August 2013—Administrators September – November 2013 Teaching staff	
8. Observations of staff reflect best practices in student engagement, evidence of differentiation for student needs and quality assessments	Review by Assistant Superintendent and Superintendent	