

READINGTON TOWNSHIP BOARD OF EDUCATION  
HOLLAND BROOK SCHOOL BOARD OF EDUCATION MEETING ROOM  
SPECIAL MEETING – 5:30 P.M.  
August 27, 2013

1. Open Public Meetings Act – Roll Call – Pledge of Allegiance

The meeting was called to order by President, David Livingston at 5:48 p.m. who announced the meeting was being held in compliance with the Open Public Meetings Act and was open to the media and public. Notices were duly posted and sent to area newspapers including the Hunterdon County Democrat, the Courier News, and the Hunterdon Review. No formal action was taken.

Mr. Panico left the meeting at 6:20 pm  
Mr. Zwerling left the meeting at 6:55 pm

2. Discussion Items:

Gwen Thornton, NJSBA Field Representative led the board in the following discussions. The following questions were asked of the board members:

- I. What are the 3 most important critical district issues that you can identify in your district?
  - II. If you had a magic wand, what one problem facing the district would you like to see solved in the next 12-18 months?
  - III. What critical issue will the district be facing in 2-3 years for which planning needs to begin immediately?
  - IV. What one area of the district or its services do you feel “passionate” about?
  - V. What are the 3 most critical expectations you have for the superintendent’s interaction with you? (Board only)
  - VI. What are the 3 most critical expectations you have for the board’s interaction with you? (CSA only)
  - VII. What can the board do to assist in the success of our administrative leadership team?
- A. Critical Issues – The following were identified as district goals led by the Superintendent and some Board goals. District goals drive the work of the administrative team.
- Board Goals:
    - (1) Improved communications among board and superintendent; superintendent and community; board and community – Board & Supt Discussion included the difficulty of achieving community engagement.
    - (2) Budget – Flat without impacting quality programs – breadth – Co-Curricular Offerings – setting parameters – Board goal Implementation – Administration

- (3) Settling negotiations agreements – Board
- (4) Advancing the goals of individual and institutional sustainability – Board & Supt
- Declining enrollment
- The following would be classified as District Goals:
  - Achieve NJ
  - Managing evolution in education including PARCC, Achieve NJ, Technology and Common Core
  - Improving English Language Arts – while maintaining math/science
  - Measures of Success
  - School Climate – students and staff (recruit and return)
  - Preparing students for High School/College Careers

#### B. Board/Superintendent Communications

##### Board Expectations:

1. No surprises
2. Timely, complete and thorough communications – consultation...
3. Openness and Honesty
4. Collaborative/Collegial
5. Engenders Trust

##### Superintendent Expectations:

1. Data based decision making, not single scenarios/anecdotes
2. No surprises
3. Open & Honest
4. Collaborative relationship – Superintendent identified several opportunities provided throughout the year and stated that she is having difficulty identifying further opportunities in addition to what has already been put in place

#### C. Refining Governance Roles

Discussion was held about board and administrative roles.

3. Board Goals were identified in the previous discussion of critical issues.

#### 4. Adjournment

The meeting adjourned at 7:33 p.m. with a motion made by Mrs. Filler, seconded by Mr. Doran, and carried with a vote of 6 yes.

Submitted by,

Steffi-Jo De Casas  
School Business Administrator/Board Secretary