



**ROBBINSVILLE BOARD OF EDUCATION
ANNUAL GOAL SETTING RETREAT**

**TUESDAY, JULY 12, 2016 – 6:00 PM
RHS STUDENT ACTIVITIES CENTER**

**GOAL SETTING RETREAT
MINUTES**

BOARD OF EDUCATION

Mr. Matthew O’Grady, President

Mr. Thomas Halm, Jr., Vice President

Mrs. Shaina Ciaccio

Ms. Leslie Dee

Mrs. Sharon DeVito

Mr. Craig Heilman

Mr. Keith Kochberg

Mrs. Faith Silvestrov

Mr. Richard Young

ACTING SUPERINTENDENT OF SCHOOLS

Dr. Kathie Foster

ACTING ASSISTANT SUPERINTENDENT OF CURRICULUM & INSTRUCTION

Ms. Kim Tew

SCHOOL BUSINESS ADMINISTRATOR / BOARD SECRETARY

Ms. Christina Moskal

**ROBBINSVILLE BOARD OF EDUCATION
GOAL SETTING RETREAT**

July 12, 2016

I. CALL TO ORDER

Board President Matthew O’Grady called the July 12, 2016 Annual Board Retreat to order at 6:04 PM. He read the *Statement of Public Meetings* and led the flag salute.

II. ROLL CALL

Mrs. Ciaccio	Present	Mr. Heilman	Present	Mr. O’Grady	Present
Ms. Dee	Present	Mr. Halm	Present	Mrs. Silvestrov	Present
Mrs. DeVito	Absent	Mr. Kochberg	Present	Mr. Young	Arrived 8:09

III. GOAL SETTING

The Board spent approximately four hours discussing the goal areas which resulted in rearranging priority order, additional objectives, and adding clarity where needed. Next steps include developing metrics for each goal/objective so that progress can be monitored. Dr. Foster will develop a set of metrics to be presented to the Board at the July meeting for a first reading. The goals and objectives for 2016-2017 are as follows.

A. DISTRICT GOAL SETTING (6:00 – 7:45 PM)

Goal Area: Maintain a strong academic culture in Robbinsville.

“Foster a strong academic culture in Robbinsville where clearly articulated curriculum, expectations, and attitudes motivate students to high levels of academic success.”

Objectives for 2016-2017:

1. Audit the current K-5 math curriculum to directly address the NJ Student Learning Standards and improve foundational math, critical thinking, and problem solving skills. Resources leveraged to address the recommendations will include but are not limited to Every Day Math 4, Rocket Math, online resources and lab experiences.
2. Align the district’s grades 6 through 12 Science program with standards set by the Next Generation Science Standards (NGSS). In addition, develop standards for teaching practice and performance assessments by examining expectations of NGSS evidence statements and performance outcomes.
3. Promote and support students’ academic success through strengthening the students’ executive function skills. These skills are: impulse control, emotional control, flexible thinking, working memory, self-monitoring, planning and prioritizing, and organization.
4. Train all teachers (regular, special education, and support teachers) in grades 4 and 6 on the Google Drive and how to leverage the Chromebook as an essential classroom tool. All students in grades 4 and 6 will have a Chromebook available to them in school starting in September 2016. In addition, train high school teachers on using the Google Drive and Chromebooks since this year is the second year of a three-year phase in of the “bring your own device” initiative at the high school.
5. Collaborate with diverse stakeholders (teachers, parents, and community members) to identify the core college and career readiness skills that every Robbinsville student needs to succeed in the 21st century. Stakeholders will define what it means to be “Robbinsville Ready” and design a

professional development plan for the 2017-2018 school year so that all PreK-12 staff begin emphasizing these core skills in their instruction and assessment.

Goal Area: Effectively manage facilities and school security.

“Ensure that district facilities are well managed, secured according to best practices, and maintained so that the learning environment for every student is optimal.”

Objectives for 2016-2017:

1. Review recommendations from the formal demographic study to evaluate future enrollment trends including examination of undeveloped farmland, revised COAH rulings, and housing turnover.
2. Foster an active and comprehensive security drilling protocol so that an array of scenarios is routinely rehearsed with all district personnel, contractors, and students. Scenarios must include locking down students during high traffic times, recognizing and removing strangers from the buildings, and accounting for all students at all times.
3. Revisit the 2012 VRI Security Audit to strengthen security and safety measures on an ongoing basis.
4. Develop a replacement schedule for all HVAC units and unit ventilators in the school district in order to effectively manage this aging resource. Align the schedule with budget allocations through capital reserve resources.
5. Design and implement a plan for becoming a BRONZE status Sustainable Jersey for Schools program.

Goal Area: Maintain sound fiscal practices.

“Create an annual financial plan that advances important district goals, continues to stabilize the community tax rate, and maintains adequate capital reserves.”

Objectives for 2016-2017:

1. Leverage, support, and explain a multi-year approach to budgeting that considers the long term impact of the 2% cap on property tax increases yet maintains forward momentum.
2. Develop guiding principles for budget development that anchor in a review of district performance data so that financial allocations are tied to the areas of greatest need.
3. Make recommendations to evaluate alternate revenue source or reductions in appropriations and ways to reduce non-instructional costs.
4. Develop a plan to leverage capital reserve dollars to replace and/or repair items included in the Long Range Facilities Plan.
5. Take a proactive approach to negotiating the Robbinsville Education Association contract which will expire June 2017.

Goal Area: Foster community engagement.

“Promote community collaboration and information sharing so that all members of the Robbinsville community are valued as important contributors to the health of the school district.”

Objectives for 2016-2017:

1. Improve building level communications so that parents are aware of shifts, changes, and policies. Communication methods should include an array of means such as email blasts, newsletters, and Twitter feeds.
2. Continue the State of the Schools event as an annual vehicle for sharing district vision and mission while engaging the voices of key communicators in the community.
3. Seek feedback from key communicators who may be leveraged as participatory voices on behalf of the school district.
4. Promote celebrations of accomplishment by maintaining a diverse set of activities from all schools that are recognized and celebrated at monthly Board of Education meetings.
5. Partner with the Robbinsville Education Foundation, district PTA and PTSA organizations, and township officials to maintain open lines of communication and advocacy for the school district.

Standing Goal: Promote a healthy school culture.

“Create conditions where good citizenship and strength of character are an integral part of the school community’s culture.”

Objectives for 2015-2016:

1. Broaden student voice and participation by engaging students in peer leadership programs, advisory committees, and interview experiences for key district personal where appropriate.
2. Leverage Responsive Classroom and Developmental Designs to foster community and citizenship throughout grade levels and classrooms. Fully integrate Developmental Designs in grades 5 through 8 through a dedicated, daily time allocation where all staff participates in the mentoring process.
3. Standardize intervention and referral services so that regular education intervention and the involvement of parents early becomes a highly effective support system for struggling students.

B. ACTING SUPERINTENDENT MERIT GOALS (7:45 – 8:15 PM)

A discussion regarding Dr. Foster’s merit goals took place. This year, she will strive to meet two goals, one quantitative (worth 3/3% of her annual salary) and one qualitative (worth 2.5% of her annual salary).

C. BOARD GOAL SETTING (8:15 – 8:45 PM)

The Board established the following goals for the 2016-2017 school year.

1. Establish a mentoring program for new Board members.
2. Foster improved communication between BOE and stakeholders (parents, students, & local businesses).
3. Improve stewardship by promoting a strong understanding of roles and responsibilities among Board members.

IV. HEARING OF THE PUBLIC

A. NUSHIN KAHANI

In her comments Mrs. Kahani addressed the following topics.

- Appreciation of goals
- Importance of student feedback
- Importance of good communication with / education of parents
- Consider acquiring feedback from student employers
- Attendance at Board meetings / Parent involvement
- Teacher of the Year
- Teacher Retention – Provide incentives / opportunity / experience (shadowing)
- Hold follow up to Back to School Night / BOE member presence

V. ADJOURNMENT

On motion of Ms. Dee and seconded by Mr. Halm, the Robbinsville Board of Education voted to adjourn the July 12, 2016 Annual Retreat at 9:52 PM.

Respectfully submitted,

Christina Moskal
School Business Administrator / Board Secretary