

WEST MILFORD TOWNSHIP BOARD OF EDUCATION

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**BOARD OF EDUCATION
MINUTES
SPECIAL MEETING
JULY 9, 2024**

Mrs. Claire Lockwood, Board President, called to order the Special Meeting of the Board of Education at 6:00 p.m., in the Macopin School Cafeteria. Mrs. Lockwood asked for a moment of silence, led the flag salute, read the Open Public Meetings Act Statement, and reminded everyone in attendance to silence or turn off their cell phones and note the locations of the emergency exits.

OPEN PUBLIC MEETINGS ACT STATEMENT

In accordance with the provisions of the Open Public Meetings Act, a public notice of this meeting has been sent to Board Members, all district Schools, the Herald News, the Suburban Trends, the Record, the Messenger, West Milford Town Hall, the County Superintendent's Office, the Board Attorney, Cablevision of Warwick and West Milford TV77; and posted in the Administration Building. Copies of the Board Meeting Calendar Resolution were provided to all local media, Town Hall, Township Library, and all district schools.

MR. WILLIAM SCHOLTS, BOARD SECRETARY, CALLED THE ROLL:

TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE
Mr. Cytowicz	Absent	Mr. Lippe	Absent	Mrs. Van Dyk	Absent
Mrs. Dwyer	Present	Mrs. Marquard	Present	Mrs. Racano	Present
Mrs. Jurgensen	Present	Mrs. Romeo	Present	Mrs. Lockwood	Present

ADMINISTRATION	POSITION	ATTENDANCE
Dr. Brian Kitchin	Superintendent of Schools	Present
Mr. William Scholts	Board Secretary/Business Administrator	Present
Mr. Daniel Novak	Director of Education	Present
Dr. Derek Ressa	Director of Special Services	Present
Andrew Brown, Esq.	Board of Education Attorney	Absent

There were approximately 3 members of the public in attendance.

VI. EXECUTIVE SESSION RESOLUTION

Motion by Mrs. Racano, seconded by Mrs. Dwyer, to approve the following Resolution:

RESOLVED, that the Board immediately go into Executive Session for approximately sixty (60) minutes for the purpose of conducting a HIB parent appeal.

The executive session minutes will not be released until such time as the privilege or confidentiality is no long applicable.

VOICE VOTE: All in Favor. MOTION PASSED.

The Board returned to the public meeting at 7:07 p.m.

ROLL CALL UPON RETURN FROM EXECUTIVE SESSION:

TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE
Mr. Cytowicz	Absent	Mr. Lippe	Present	Mrs. Van Dyk	Absent
Mrs. Dwyer	Present	Mrs. Romeo	Present	Mrs. Marquard	Present
Mrs. Jurgensen	Present	Mrs. Racano	Present	Mrs. Lockwood	Present

VII. PURPOSE OF MEETING

The purpose of the meeting, facilitated by Kelly Mitchell, Field Service Representative from the New Jersey School Boards Association, is for Goal Setting for the 2024-2025 school year.

VIII. PUBLIC COMMENT REGULATIONS

At all regular meetings, two opportunities are provided for citizens to make comments. The public comment period will be scheduled after the President's Report. The second comment period will be scheduled after New Business.

During the first opportunity for public comment, citizens are invited to comment on subjects on the agenda items only. During the second opportunity for public comment, citizens may comment on all other general topics. At the discretion of the presiding officer, public comments may be permitted at other times.

Please remember this is a public meeting. Anything you say will be a public record. As a result, pursuant to law, the Board of Education cannot respond to you publicly concerning certain matters, such as those regarding an individual student or personnel. If there is a matter that you wish to remain private concerning personnel or students, please contact the Superintendent's Office. Public comment periods shall also be governed by the following rules:

1. Persons wishing to speak must, upon being recognized, rise, sign in, and state their names and addresses.

VIII. PUBLIC COMMENT REGULATIONS - Continued

2. Each speaker shall be limited to five minutes. The Board Secretary will note the time. A speaker who has not finished in the allotted time will be directed by the presiding officer to summarize quickly and relinquish the floor within 30 seconds (Bylaw 0167).
3. Comments shall be limited to issues. If personal remarks or discourteous statements are made, the presiding officer shall require the speaker to stop.
4. All statements shall be directed to the presiding officer. No participant may address or question Board members individually.
5. Questions requiring investigation shall be referred by the Board to the Superintendent's Office for consideration and later response. A participant may be asked to submit such questions in written format.

IX. PUBLIC COMMENT - AGENDA OR NON-AGENDA ITEMS (PLEASE SIGN IN)

All speakers will have five (5) minutes to speak until a period of thirty (30) minutes transpires. Before speaking, please state your name, group affiliation and address for the record. Members of the public who have requested to speak prior to the meeting will be recognized by the chair first. After speaking, all speakers are asked to sign the register provided and give their full name, group affiliation, and their address.

All statements shall be directed to the presiding officer. No participant may address or question Board members individually.

All speakers are expected to have read the statement within the agenda regarding the regulations concerning public comments.

Members of the public are reminded that they are legally responsible and liable for their comments.

Motion by Mr. Lippe, seconded by Mrs. Racano, to close Public Comment.

VOICE VOTE: All in Favor. MOTION PASSED.

X. MOTION BY MRS. ROMEO, SECONDED BY MR. LIPPE, TO ADOPT THE AGENDA, AS PRESENTED.

VOICE VOTE: All in Favor. MOTION PASSED.

XI. GOAL SETTING - 2024-2025 SCHOOL YEAR

Kelly Mitchell presented information for the 2024-2025 District goals. She explained that the objectives of the evening were to set the Board Goals and the District Goals, and that the Superintendent's evaluation is based on achieving the District's goals. The District's vision, student achievement data, and stakeholder input to apply a systemic and data informed model to the development of District and Board annual goals were discussed.

XI. GOAL SETTING - 2024-2025 SCHOOL YEAR - Continued

Mrs. Mitchell reviewed the 2024 Board Self Evaluation with the Board of Education and engaged in a dialogue with the Board regarding the evaluation's ratings and comments. The Board Self Evaluation includes nine categories, which are Planning, Policy, Student Achievement, Finance, Board Operation, Board Performance, Board/Superintendent Relationships, Board/Staff Relationships, and Board and Community.

Part I discussed input and data review, including a systemic approach to continuous improvement, discussion of applicable data, and core benchmark standards. Part II discussed goal setting, including essential questions, focus area identifications, goal development and next steps/action plans, followed by summary and evaluation.

Discussion continued with the Board governance cycle and data sources, and then continued with Board Goal development and essential questions for Board Goals, and District Goal development and essential questions for District Goals.

The next steps for District goals are: Board adopts annual district goals; Superintendent develops action plans; Board reviews Superintendent's action plans; and the Board and Superintendent establish dates for frequent progress reports on goals. The next steps for Board goals are: Board develops professional improvement plan (action plan for goals); Board implements professional improvement plan (action plan for goals); and the Board and Superintendent establish dates for frequent progress reports on goals.

XII. EXECUTIVE SESSION RESOLUTION

The Board determined there was no need to go into Executive Session.

XIII. ADJOURNMENT

Motion by Mrs. Lockwood, seconded by Mr. Lippe, to adjourn the meeting at 9:08 p.m.

VOICE VOTE:

All in Favor.

MOTION PASSED.

Respectfully submitted,

**William Scholts
Board Secretary**