

BRADLEY BEACH BOARD OF EDUCATION
515 Brinley Avenue
Bradley Beach, NJ 07720

OFFICIAL MINUTES

Special Meeting
February 2, 2021

I. Call To Order

The special meeting held by the Bradley Beach Board of Education was called to order at 7:05 p.m. by President Franks at the school, 515 Brinley Avenue, Bradley Beach, NJ.

II. Open Public Meetings Act

In accordance with the Open Public Meetings Act, notice of this meeting has been given to the designated newspapers, *The Asbury Park Press* and *the Coast Star*, and posted in the school in a place reserved for this kind of notice.

III. Flag Salute

IV. Roll Call

Present: Mrs. Carlucci Mrs. Merenda
 Ms. Caruso Walker Ms. Shu Hofsess
 Ms. Devane Mr. Warnet
 Ms. Flynn Dr. Franks
 Dr. Wisniewski, Superintendent/Principal
 David Tonzola, Business Administrator/Board Secretary

Absent: Ms. Sacci (will be sworn in at a later date)

V. Discussion Items – Board Member Roles/Responsibilities - Presented by Kathy Winecoff, NJSBA

Dr. Franks opened the meeting by welcoming everyone and stating that this was a special board of education meeting to discuss board roles and responsibilities with the district's New Jersey School Boards' liaison, Kathy Winecoff. Dr. Franks turned the meeting over to Mrs. Winecoff, who led the board through a PowerPoint presentation of the board's roles and responsibilities. Mrs. Winecoff spoke about the importance of the code of ethics and that a reliable and honest relationship must exist between the board and superintendent. Mrs. Winecoff discussed that the board's primary concerns should be a focus on policymaking, planning, appraisal, and communication, as well as knowing the district's chain of command. The New Jersey School Boards' presentation focused on what makes a successful partnership and that the board should focus on the district's results. At the same time, the superintendent deals with and addresses the means and methods of achieving those results.

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The New Jersey School Boards' presentation then focused on the elements of an effective board/superintendent relationship. The elements needed were being professional, fair and open, honest and straightforward, and developing and growing as a team. Mrs. Winecoff stated that the board and superintendent should maintain clear, direct, and frequent two-way communication. The board and superintendent should create goals for the district, and that these goals should be part of the superintendent's evaluation. The three subgroups of goals that the board should develop are district goals, board goals, and superintendent goals. The board would then evaluate the superintendent, who is the one employee the board evaluates, based on these shared developed goals. Mrs. Winecoff's presentation concluded with the concept that the board's primary role is to take a macro view of the district, to look at the final results. Simultaneously, the prominent superintendent's concern is on the daily elements of running the school district. In turn, those daily methods will help achieve the results that the board would like to see accomplished.

- VI. Superintendent's Report – None
- VII. Business Administrator/Board Secretary's Report – None
- VIII. Old Business – None
 - VII. New Business – None
 - VIII. Committee Reports – None
 - IX. President's Report – None
- X. Public Comments (Agenda Items Only) – None
- XI. Public Comments (Other Items Only) – None
- XII. Executive Session (if required) – None
- XIII. Adjournment

By a unanimous voice vote the meeting was adjourned at 8:52 p.m.

Respectfully submitted,

David Tonzola
Business Administrator/Board Secretary