

# Board Self Evaluation 2011

## District:South River Bd of Ed

<b>Quantification of Relative Value</b> <i>As a board member, I:</i>	Vital <b>4</b>	Very Important <b>3</b>	Somewhat Important <b>2</b>	Not Important <b>1</b>	Not Observed	
PLANNING: The board is a planning body, focusing on the district mission and goals	9	0	0	0	0	4.0
POLICY: The board is a policy-making body, focusing on the development, review and revision of policy.	7	2	0	0	0	3.8
STUDENT ACHIEVEMENT: The board requires written curriculum and systematic evaluation that is focused on student achievement.	9	0	0	0	0	4.0
FINANCE: The board provides financial oversight for budget development and evaluation, program support and equity.	8	1	0	0	0	3.9
BOARD OPERATION: The board operates through bylaws and effective meeting procedures, using collaborative decision-making skills.	7	2	0	0	0	3.8
BOARD PERFORMANCE: The board exhibits good boardsmanship in areas of confidentiality, listening skills, preparedness, conflict management	6	3	0	0	0	3.7
BOARD / SUPERINTENDENT RELATIONSHIPS: The board respects the differences in roles and responsibilities, maintaining good communication and interaction between the board and the superintendent.	6	3	0	0	0	3.7
BOARD / STAFF RELATIONSHIPS: The board has effective personnel policies and supports staff development related to student achievement and recognition of staff accomplishments.	5	3	1	0	0	3.4
BOARD AND COMMUNITY: The board effectively represents and communicates with the public, involving the community in district planning.	5	3	1	0	0	3.4

<b>I Planning</b>						
<b>About the Board</b> <i>Our Board</i>	Commendable	Good	Adequate	Unsatisfactory	Not Observed	
	<b>4</b>	<b>3</b>	<b>2</b>	<b>1</b>		
1. with broad community input, established a district wide mission and multi-year plan for education.	1	6	2	0	0	2.9
2. plans, and collaboratively sets district and board goals and establishes priorities annually.	2	6	1	0	0	3.1
3. reviews Action Plans developed to support the goals.	1	6	2	0	0	2.9
4. regularly monitors progress towards achieving the district's vision, mission and goals making adjustments as needed.	2	4	3	0	0	2.9
					<b>AVG:</b>	<b>2.9</b>

<b>About You, the Board Member</b> <i>As a board member, I:</i>	Commendable	Good	Adequate	Unsatisfactory	Not Observed	
	<b>4</b>	<b>3</b>	<b>2</b>	<b>1</b>		
A. participate fully in the district planning process.	3	5	1	0	0	3.2
B. recognize the importance of meaningful public participation in the planning process.	6	3	0	0	0	3.7
C. support the district vision, mission and goals.	4	5	0	0	0	3.4
					<b>AVG:</b>	<b>3.4</b>

**COMMENTS**

\* Item B. Public participation should be sought in matters that warrant public involvement. Example of areas that I would consider to be excluded would be internal staff disciplinary policies.

\* We have improved with regard to planning. However, we must continue to work toward developing a Master Plan that can be executed in yearly increments to achieve the desired result(s).

\* We need to do a better job creating a vision for our school district and incorporating our goals around that vision. We tend to get caught up dealing with current issues and do not do enough to focus on where we would like our district to be 3 to 5 years down the road.

<b>II Policy</b>						
<b>About the Board</b> <i>Our Board</i>	Commendable	Good	Adequate	Unsatisfactory	Not Observed	
	<b>4</b>	<b>3</b>	<b>2</b>	<b>1</b>		
1. operates as a "policy-making body."	5	2	2	0	0	3.3
2. develops broad policies that give the administration sufficient authority and latitude to manage the day-to-day operations.	6	3	0	0	0	3.7
3. uses written policies as the framework for our decision-making process.	6	1	2	0	0	3.4
4. reviews and updates the policy manual regularly as required by NJQSAC insuring that our bylaws, policies and procedures reflect current regulatory, and statutory requirements. PLANNING	7	2	0	0	0	3.8
5. ensures that the administration develops appropriate procedures and regulations to implement the board's policy intent.	5	2	2	0	0	3.3
					<b>AVG:</b>	<b>3.5</b>

<b>About You, the Board Member</b> <i>As a board member, I:</i>	Commendable	Good	Adequate	Unsatisfactory	Not Observed	
	<b>4</b>	<b>3</b>	<b>2</b>	<b>1</b>		
A. am familiar with the board's policies.	2	4	3	0	0	2.9
B. use board policy as a basis for decision-making.	7	1	1	0	0	3.7
C. leave policy implementation to the administrative staff.	8	1	0	0	0	3.9
D. avoid involvement in day-to-day operations of the district.	5	3	1	0	0	3.4
					<b>AVG:</b>	<b>3.5</b>

**COMMENTS**

\* Item 1. Our board has gone off course in some situations and intervened in areas that were and are under the Superintendents jurisdiction.

\* Some of the Board members micro-manage, especially if it benefits their children.

<b>III Student Achievement</b>						
<b>About the Board</b> <i>Our Board</i>	Commendable	Good	Adequate	Unsatisfactory	Not Observed	
	<b>4</b>	<b>3</b>	<b>2</b>	<b>1</b>		
1. determines the district educational goals with input and data from administration.	5	4	0	0	0	3.6
2. requires written curriculum with specific evaluation components in accordance with all statutes.	3	6	0	0	0	3.3
3. requires systematic evaluation of and feedback on the instructional program.	6	1	2	0	0	3.4
4. uses the expertise of the professional staff, in development of curriculum, insuring it is focused on student achievement.	5	4	0	0	0	3.6
5. monitors the effectiveness of our instructional programs by measuring student achievement against state and local standards and other pertinent data.	5	4	0	0	0	3.6
6. sets high standards for all students based on multiple, assessment measures.	4	3	2	0	0	3.2
<b>AVG:</b>						<b>3.4</b>

<b>About You, the Board Member</b> <i>As a board member, I:</i>	Commendable	Good	Adequate	Unsatisfactory	Not Observed	
	<b>4</b>	<b>3</b>	<b>2</b>	<b>1</b>		
A. am involved in determining district educational goals.	1	5	3	0	0	2.8
B. am aware of the community's educational aspirations.	4	3	1	1	0	3.1
C. focus on improving student achievement as a basis in my educational decision-making.	7	1	0	1	0	3.6
<b>AVG:</b>						<b>3.1</b>

**COMMENTS**

- \* item 3. Our Assistant Superintendent provides clear evaluations of all existing and pilot programs.
- \* Our increased focus on student achievement over the past couple of years has been beneficial. Although there is still work to be done, we are moving in the right direction.
- \* While we require feedback, we tend not to have an open discussion about the data, and we should. There are a couple of quick questions, but not an indepth discussion.

<b>IV Finance</b>						
<b>About the Board</b> <i>Our Board</i>	Commendable	Good	Adequate	Unsatisfactory	Not Observed	
	<b>4</b>	<b>3</b>	<b>2</b>	<b>1</b>		
1. exercises financial oversight of all aspects of district operations in accordance with statutes.	6	3	0	0	0	3.7
2. provides policy guidelines and parameters, related to our goals, for budget development/evaluation.	4	5	0	0	0	3.4
3. requires that all requests for unbudgeted expenditures be accompanied by specific indication of need and funding sources.	6	3	0	0	0	3.7
4. balances the educational needs of students with the impact of budgetary increases.	3	4	2	0	0	3.1
5. reviews, understands and evaluates all financial reports to ensure that all educational dollars are used in an efficient and effective manner.	3	5	1	0	0	3.2
					<b>AVG:</b>	<b>3.4</b>

<b>About You, the Board Member</b> <i>As a board member, I:</i>	Commendable	Good	Adequate	Unsatisfactory	Not Observed	
	<b>4</b>	<b>3</b>	<b>2</b>	<b>1</b>		
A. understand the relationship between our budget and our district's goals.	6	3	0	0	0	3.7
B. understand and participate in our district's budgeting process.	3	4	1	1	0	3.0
C. understand and review the monthly reports.	6	2	1	0	0	3.6
D. understand and review the results of the annual audit.	1	6	2	0	0	2.9
					<b>AVG:</b>	<b>3.3</b>

**COMMENTS**

\* Our Business Administrator is the person responsible for all the "commendable" ratings.

\* Funding is always a challenge within our school district. Thankfully, we made some accomplishments as the result of support from our taxpayers. Hopefully next year, the process will be less arduous for everyone. It would be helpful to initiate the identification of the needs of school district, the prioritization of those needs and the resources it would take to achieve those needs. At that point, we can ascertain exactly what we can reasonably accomplish in a fiscally responsible manner. In addition, perhaps there are needs that are not attainable within one budget year and as such, need to be accomplished in stages/increments.

\* The audits and budgets are not written in a way that a non-budget person can easily read and understand, and not all board members are comfortable asking for an explanation. We also need to do a better job aligning our district goals with the budget needs.

<b>V Board Operations</b>										
<b>About the Board</b> <i>Our Board</i>	Commendable	Good	Adequate	Unsatisfactory	Not Observed					
	<b>4</b>	<b>3</b>	<b>2</b>	<b>1</b>						
1. holds our meetings in compliance with applicable statutes, policies and bylaws.	8	1	0	0	0	3.9				
2. provides a climate that allows free, open and orderly discussion by all members at our meetings.	6	1	2	0	0	3.4				
3. develops and utilizes skills in teamwork, consensus building, collaborative problem solving and decision making.	3	5	1	0	0	3.2				
4. uses good decision-making processes, acting only after all appropriate information has been received and studied.	6	2	1	0	0	3.6				
5. acts only after giving administration time to gather information and make recommendations.	5	4	0	0	0	3.6				
6. respects the administration's leadership by thoughtfully deliberating on recommendations.	7	2	0	0	0	3.8				
7. provides time, funding and opportunity for orienting and updating our members on local, county, state and federal levels in accordance with statutory travel regulations.	6	2	1	0	0	3.6				
Our Board acts as: <table style="margin-left: 200px; border: none;"> <tr> <td>a board of the whole :</td> <td>4</td> </tr> <tr> <td>With specific board committees :</td> <td>5</td> </tr> </table>							a board of the whole :	4	With specific board committees :	5
a board of the whole :	4									
With specific board committees :	5									
1. Our board method of governance: contributes to the overall effectiveness and efficiency of the board.	4	4	1	0	0	3.3				
2. Our board method of governance: has clearly defined bylaws.	7	2	0	0	0	3.8				
3. Our board method of governance: lessens the total work of board members.	6	1	2	0	0	3.4				
4. Our board method of governance: ensures appropriate communication to the board.	7	1	1	0	0	3.7				
<b>AVG:</b>						<b>3.6</b>				

<b>About You, the Board Member</b> <i>As a board member, I:</i>	Commendable	Good	Adequate	Unsatisfactory	Not Observed	
	<b>4</b>	<b>3</b>	<b>2</b>	<b>1</b>		
A. introduce new issues through the agenda process, allowing sufficient time for appropriate study.	6	2	1	0	0	3.6
B. recognize the importance of teamwork, problem solving and effective decision-making.	7	2	0	0	0	3.8
C. attend workshops to increase my effectiveness as a board member.	3	2	4	0	0	2.9
					<b>AVG:</b>	<b>3.4</b>

**COMMENTS**

\* In recent years, all board members have had the opportunity to request placement on committees of their interest. It is felt that if you serve on a committee that you hold a special talent or interest for, the whole community benefits.

\* Our Board operates well as a whole. However, there are times when discussions become unorderly and remarks/outbursts are made that are inapporopriate. Hopefully, we can work toward consistently better communication.

\* It would be nice if we could become a certified board.

<b>VI Board Performance</b>						
<b>About the Board</b> <i>Our Board</i>	Commendable	Good	Adequate	Unsatisfactory	Not Observed	
	<b>4</b>	<b>3</b>	<b>2</b>	<b>1</b>		
1. recognize that authority rests with the board as a whole, sitting in a legally authorized board meeting.	7	1	0	1	0	3.6
2. make every effort to attend all board meetings, coming prepared and having done their homework.	5	4	0	0	0	3.6
3. recognize the need for, and the importance of, confidentiality.	5	3	0	1	0	3.3
4. work together in an atmosphere of mutual trust and respect.	3	5	1	0	0	3.2
5. ensure that all members have input into decisions.	4	4	1	0	0	3.3
6. avoid even the appearance of impropriety or conflict of interest.	5	3	0	1	0	3.3
7. operates in accordance with the board member's Code of Ethics and the Ethics Act.	6	1	0	1	1	3.5
					<b>AVG:</b>	<b>3.4</b>

<b>About You, the Board Member</b> <i>As a board member, I:</i>	Commendable	Good	Adequate	Unsatisfactory	Not Observed	
	<b>4</b>	<b>3</b>	<b>2</b>	<b>1</b>		
A. make no personal promises nor take any private action.	9	0	0	0	0	4.0
B. make every effort to attend all meetings, having done my homework and prepared to contribute.	7	2	0	0	0	3.8
C. maintain the confidentiality of board proceedings.	9	0	0	0	0	4.0
D. am respectful of everyone at our meetings and I listen with an open mind.	8	1	0	0	0	3.9
E. adhere to ethical standards.	9	0	0	0	0	4.0
					<b>AVG:</b>	<b>3.9</b>

**COMMENTS**

\* Our Board member micro-manage constantly. They also make promises to others and promote the advancement of their own children, no matter what they have to do. It is completely out of control the way some parents on the Board think they can manipulate their children's education for their own advancement.

<b>VII Board Superintendent Relationships</b>						
<b>About the Board</b> <i>Our Board</i>	Commendable	Good	Adequate	Unsatisfactory	Not Observed	
	<b>4</b>	<b>3</b>	<b>2</b>	<b>1</b>		
1. respects the management responsibilities and administrative prerogatives of the superintendent.	6	2	1	0	0	3.6
2. works with the superintendent in a spirit of mutual trust and confidence.	7	1	1	0	0	3.7
3. maintains ongoing open lines of communication, and observes the chain of command.	7	1	1	0	0	3.7
4. keeps the superintendent informed about community/school issues and aspirations.	7	2	0	0	0	3.8
5. conducts a comprehensive and fair annual evaluation of the superintendent in accordance with statute and code as per NJQSAC.	7	2	0	0	0	3.8
6. works with the superintendent to develop performance objectives for evaluation that are consistent with district goals and in compliance with district policy.	7	2	0	0	0	3.8
7. reQUIRES regular dialogue on progress towards district goals and objectives, student achievement and feedback on performance.	6	3	0	0	0	3.7
					<b>AVG:</b>	<b>3.7</b>

<b>About You, the Board Member</b> <i>As a board member, I:</i>	Commendable	Good	Adequate	Unsatisfactory	Not Observed	
	<b>4</b>	<b>3</b>	<b>2</b>	<b>1</b>		
A. respect the management responsibility of the superintendent.	8	1	0	0	0	3.9
B. observe the chain of command.	8	1	0	0	0	3.9
C. participate fully in the superintendent evaluation process approaching the task of evaluation fairly and diligently.	8	1	0	0	0	3.9
					<b>AVG:</b>	<b>3.9</b>

**COMMENTS**

\* I feel our Board has a good rapport with our Superintendent and hope this continues.

<b>VIII Board/Staff Relationships</b>						
<b>About the Board</b> <i>Our Board</i>	Commendable	Good	Adequate	Unsatisfactory	Not Observed	
	<b>4</b>	<b>3</b>	<b>2</b>	<b>1</b>		
1. provides effective personnel policy direction and oversight.	4	4	1	0	0	3.3
2. recognizes the importance of staff development and provides the necessary time and funds.	3	5	1	0	0	3.2
3. provides for public recognition of staff achievements.	5	4	0	0	0	3.6
4. treats district staff with courtesy and respect, recognizing that the appropriate channel for board/staff communications is through the superintendent.	6	2	1	0	0	3.6
5. ensures that our actions and decisions are Quickly and effectively communicated to the staff.	6	3	0	0	0	3.7
					<b>AVG:</b>	<b>3.5</b>

<b>About You, the Board Member</b> <i>As a board member, I:</i>	Commendable	Good	Adequate	Unsatisfactory	Not Observed	
	<b>4</b>	<b>3</b>	<b>2</b>	<b>1</b>		
A. communicate all concerns about staff members to the superintendent.	9	0	0	0	0	4.0
B. use and enforce the chain of command.	9	0	0	0	0	4.0
C. attend school and community activities.	4	4	1	0	0	3.3
					<b>AVG:</b>	<b>3.8</b>

**COMMENTS**

\* Work is needed in the area of the staff communicating with the superintendent and not through a board member.

\* We follow the superintendent's lead on numbers one and two.

<b>IX Board and Community</b>						
<b>About the Board</b> <i>Our Board</i>	Commendable	Good	Adequate	Unsatisfactory	Not Observed	
	<b>4</b>	<b>3</b>	<b>2</b>	<b>1</b>		
1. acts as representatives for every child in our school district.	7	2	0	0	0	3.8
2. anticipates community issues and trends affecting our district.	6	2	1	0	0	3.6
3. encourages community involvement in the district.	6	3	0	0	0	3.7
4. promotes community use of school facilities.	6	3	0	0	0	3.7
5. builds partnerships with the community, business and governmental leaders.	5	3	1	0	0	3.4
6. provides opportunity for meaningful parental involvement.	5	4	0	0	0	3.6
7. has an effective community relations program.	1	4	3	1	0	2.6
					<b>AVG:</b>	<b>3.5</b>

<b>About You, the Board Member</b> <i>As a board member, I:</i>	Commendable	Good	Adequate	Unsatisfactory	Not Observed	
	<b>4</b>	<b>3</b>	<b>2</b>	<b>1</b>		
A. make my decisions based on what is best for every child in the entire district.	8	1	0	0	0	3.9
B. listen to, and consider, community input while guarding my statutory decision-making authority.	8	1	0	0	0	3.9
C. promote the positive image of the district within the community.	7	2	0	0	0	3.8
					<b>AVG:</b>	<b>3.9</b>

**COMMENTS**

\* We have improved our Board/community relations significantly this past year. I hope we continue along this path.

\* The board itself does not have an effective community relations PROGRAM. The Superintendent is mostly responsible for reaching out to the community. It would be nice if we could put together an actual program within our community relations committee.

**Identifying the Challenges facing your District.**

**Recognizing that our board's highest priority is to improve student achievement, what are 3 major challenges currently facing our district?**

*\* Continuous improvement in all schools in language arts literacy and mathematics..meeting improvements in technology in achieving*

*\*Student Success*

*\*Budgeting expenses that will be financially responsible insuring they are directed to improvements aligned with educational needs thru texts, technology and physical facilities*

*\*Expand parenthood participation in the educational availability for student success*

*\* Socio-economic factors that impede the families in our low to middle income borough. This includes language and cultural differences that must first be addressed before the child starts learning. After that we can focus on improvement.*

*\* Three major challenges that currently face our school district to improve student achievement are Budget, Planning, and lack of common planning time for the teachers at the Middle School.*

*\* n/a*

*\* The first challenge is clearly getting the Middle School to make AYP. It has failed for 4 consecutive years and this is not acceptable. We need to encourage quick positive change in this area.*

*The second challenge would be setting up Board goals that align with district goals.*

*The third challenge would be finding alternative funding.*

*\* Finances*

*Parental Involvement*

*Instillment of Pride and Work Ethic in Faculty & Student's Achievement*

*\* The first challenge is funding. With the governor's recent cuts, we have had to cut an already austere budget that hurt our students by increasing class size on all levels. Even the recent increase in aid didn't help much.*

*Another challenge is student achievement. we have a rather diverse student population and a rather large ESL population and although difficult to meet the needs of so many different cultural backgrounds and languages, it is a challenge we are striving to meet.*

*A third challenge is keeping up with technology and implementing the latest technology in our schools.*

**In maintaining our appropriate role as a policy making body through effective oversight, what specific areas of board governance require additional focus and training?**

*\* I believe the budget process is important enough to require Board member training for all members.*

*Instruction and keeping up with the latest innovations in instruction and instructional programs need to be visited through BOE training.*

*Above all, employer/employee relationships need to be addressed through workshops.*

*\* I would like to see us become a Certified Board. I think more training in all areas would benefit all board members especially since we have so many new members.*

\* *n/a*

\* *What the board is and is not with regard to the operation and running of the school system.*

\* *The board should be trained to recognize micromanagement more fully, along with the importance of confidentiality when it is required, be aware of the consequences that could result from each*