

# Board Self Evaluation 2009-2010

## District: Bethlehem Twp Bd of Ed

Quantification of Relative Value	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	6	0	0	0	0	4.0
POLICY: The board is a policy-making body, focusing on the development, review and revision of policy.	6	0	0	0	0	4.0
STUDENT ACHIEVEMENT: The board requires written curriculum and systematic evaluation that is focused on student achievement.	5	1	0	0	0	3.8
FINANCE: The board provides financial oversight for budget development and evaluation, program support and equity.	6	0	0	0	0	4.0
BOARD OPERATION: The board operates through bylaws and effective meeting procedures, using collaborative decision-making skills.	4	2	0	0	0	3.7
BOARD PERFORMANCE: The board exhibits good boardsmanship in areas of confidentiality, listening skills, preparedness, conflict management	4	2	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	0	0	0	0	4.0
BOARD / STAFF RELATIONSHIPS: The board has effective personnel policies and supports staff development related to student achievement and recognition of staff accomplishments.	3	3	0	0	0	3.5
BOARD AND COMMUNITY: The board effectively represents and communicates with the public, involving the community in district planning.	2	4	0	0	0	3.3

<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.	3	3	0	0	0	3.5
2. plans, and collaboratively sets district and board goals and establishes priorities annually.	5	1	0	0	0	3.8
3. reviews Action Plans developed to support the goals.	2	3	1	0	0	3.2
4. regularly monitors progress towards achieving the district's vision, mission and goals making adjustments as needed.	2	3	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. participate fully in the district planning process.	5	1	0	0	0	3.8
B. recognize the importance of meaningful public participation in the planning process.	4	2	0	0	0	3.7
C. support the district vision, mission and goals.	5	1	0	0	0	3.8
					<b>AVG:</b>	<b>3.8</b>

**COMMENTS**

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<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."	4	2	0	0	0	3.7
2. develops broad policies that give the administration sufficient authority and latitude to manage the day-to-day operations.	4	2	0	0	0	3.7
3. uses written policies as the framework for our decision-making process.	4	2	0	0	0	3.7
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	4	2	0	0	0	3.7
5. ensures that the administration develops appropriate procedures and regulations to implement the board's policy intent.	1	5	0	0	0	3.2
					<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. am familiar with the board's policies.	1	5	0	0	0	3.2
B. use board policy as a basis for decision-making.	5	1	0	0	0	3.8
C. leave policy implementation to the administrative staff.	5	1	0	0	0	3.8
					<b>AVG:</b>	<b>3.6</b>

**COMMENTS**

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<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.	2	4	0	0	0	3.3
2. requires written curriculum with specific evaluation components in accordance with all statutes.	2	1	2	0	1	3.0
3. requires systematic evaluation of and feedback on the instructional program.	1	4	1	0	0	3.0
4. uses the expertise of the professional staff, in development of curriculum, insuring it is focused on student achievement.	3	2	1	0	0	3.3
5. monitors the effectiveness of our instructional programs by measuring student achievement against state and local standards and other pertinent data.	2	2	2	0	0	3.0
6. sets high standards for all students based on multiple, assessment measures.	1	3	1	0	1	3.0
					<b>AVG:</b>	<b>3.1</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.	3	3	0	0	0	3.5
B. am aware of the community's educational aspirations.	4	2	0	0	0	3.7
C. focus on improving student achievement as a basis in my educational decision-making.	5	1	0	0	0	3.8
					<b>AVG:</b>	<b>3.7</b>

**COMMENTS**

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<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.	4	1	1	0	0	3.5
2. provides policy guidelines and parameters, related to our goals, for budget development/evaluation.	4	2	0	0	0	3.7
3. requires that all requests for unbudgeted expenditures be accompanied by specific indication of need and funding sources.	1	2	2	0	1	2.8
4. balances the educational needs of students with the impact of budgetary increases.	4	2	0	0	0	3.7
5. reviews, understands and evaluates all financial reports to ensure that all educational dollars are used in an efficient and effective manner.	3	2	1	0	0	3.3
					<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.	4	2	0	0	0	3.7
B. understand and participate in our district's budgeting process.	4	2	0	0	0	3.7
C. understand and review the monthly reports.	2	3	1	0	0	3.2
					<b>AVG:</b>	<b>3.5</b>

**COMMENTS**

\* Some categories rated only "Adequate" because there are smaller projects that do not come before the board, in which if they did, could possibly save money.

<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.	6	0	0	0	0	4.0
2. provides a climate that allows free, open and orderly discussion by all members at our meetings.	3	3	0	0	0	3.5
3. develops and utilizes skills in teamwork, consensus building, collaborative problem solving and decision making.	5	1	0	0	0	3.8
4. uses good decision-making processes, acting only after all appropriate information has been received and studied.	3	3	0	0	0	3.5
5. acts only after giving administration time to gather information and make recommendations.	4	2	0	0	0	3.7
6. respects the administration's leadership by thoughtfully deliberating on recommendations.	4	2	0	0	0	3.7
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.	1	1	3	0	1	2.6
Our Board acts as:                      With specific board committees :    6						
1. Our board method of governance: contributes to the overall effectiveness and efficiency of the board.	3	3	0	0	0	3.5
2. Our board method of governance: has clearly defined bylaws.	2	4	0	0	0	3.3
3. Our board method of governance: lessens the total work of board members.	3	2	1	0	0	3.3
4. Our board method of governance: ensures appropriate communication to the board.	2	3	1	0	0	3.2
<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. introduce new issues through the agenda process, allowing sufficient time for appropriate study.	4	2	0	0	0	3.7
B. recognize the importance of teamwork, problem solving and effective decision-making.	5	1	0	0	0	3.8
C. attend workshops to increase my effectiveness as a board member.	1	1	4	0	0	2.5
					<b>AVG:</b>	<b>3.3</b>

**COMMENTS**

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<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.	6	0	0	0	0	4.0
2. make every effort to attend all board meetings, coming prepared and having done their homework.	3	3	0	0	0	3.5
3. recognize the need for, and the importance of, confidentiality.	3	3	0	0	0	3.5
4. work together in an atmosphere of mutual trust and respect.	3	2	1	0	0	3.3
5. ensure that all members have input into decisions.	4	2	0	0	0	3.7
6. avoid even the appearance of impropriety or conflict of interest.	4	2	0	0	0	3.7
7. operates in accordance with the board member's Code of Ethics and the Ethics Act.	6	0	0	0	0	4.0
					<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. make no personal promises nor take any private action.	5	0	0	0	0	4.0
B. make every effort to attend all meetings, having done my homework and prepared to contribute.	4	1	0	0	0	3.8
C. maintain the confidentiality of board proceedings.	5	0	0	0	0	4.0
					<b>AVG:</b>	<b>3.9</b>

**COMMENTS**

\* We have had a challenging year with a board member who refused to act with the legally prescribed role of a board member. This board member ran afoul of the Code of Ethics on multiple occasions and the board collectively took decisive action to correct the situation. This fair and direct way of handling the violations unfortunately resulted in that board member's resignation, however, the board's clearly stated goal was to encourage the board member to comply with the Code and regulations. I was impressed with the collective recognition of the need for proper conduct and the board's ability to distinguish between the board member's right to opinion and the need to follow proper regulations and codes.



<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.	3	3	0	0	0	3.5
2. works with the superintendent in a spirit of mutual trust and confidence.	3	3	0	0	0	3.5
3. maintains ongoing open lines of communication, and observes the chain of command.	3	3	0	0	0	3.5
4. keeps the superintendent informed about community/school issues and aspirations.	4	2	0	0	0	3.7
5. conducts a comprehensive and fair annual evaluation of the superintendent in accordance with statute and code as per NJQSAC.	3	3	0	0	0	3.5
6. works with the superintendent to develop performance objectives for evaluation that are consistent with district goals and in compliance with district policy.	3	3	0	0	0	3.5
7. reQUIRES regular dialogue on progress towards district goals and objectives, student achievement and feedback on performance.	3	2	1	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. respect the management responsibility of the superintendent.	5	1	0	0	0	3.8
B. observe the chain of command.	6	0	0	0	0	4.0
C. participate fully in the superintendent evaluation process approaching the task of evaluation fairly and diligently.	6	0	0	0	0	4.0
					<b>AVG:</b>	<b>3.9</b>

**COMMENTS**

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<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	2	0	0	0	3.7
2. recognizes the importance of staff development and provides the necessary time and funds.	4	2	0	0	0	3.7
3. provides for public recognition of staff achievements.	1	3	2	0	0	2.8
4. treats district staff with courtesy and respect, recognizing that the appropriate channel for board/staff communications is through the superintendent.	4	2	0	0	0	3.7
5. ensures that our actions and decisions are Quickly and effectively communicated to the staff.	1	4	1	0	0	3.0
					<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. communicate all concerns about staff members to the superintendent.	3	2	1	0	0	3.3
B. use and enforce the chain of command.	6	0	0	0	0	4.0
C. attend school and community activities.	2	3	1	0	0	3.2
					<b>AVG:</b>	<b>3.5</b>

**COMMENTS**

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<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.	6	0	0	0	0	4.0
2. anticipates community issues and trends affecting our district.	2	2	2	0	0	3.0
3. encourages community involvement in the district.	2	3	1	0	0	3.2
4. promotes community use of school facilities.	3	3	0	0	0	3.5
5. builds partnerships with the community, business and governmental leaders.	2	1	1	0	2	3.3
6. provides opportunity for meaningful parental involvement.	3	2	1	0	0	3.3
7. has an effective community relations program.	1	2	3	0	0	2.7
					<b>AVG:</b>	<b>3.3</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.	4	2	0	0	0	3.7
B. listen to, and consider, community input while guarding my statutory decision-making authority.	3	3	0	0	0	3.5
C. promote the positive image of the district within the community.	3	3	0	0	0	3.5
					<b>AVG:</b>	<b>3.6</b>

**COMMENTS**

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**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?**

*\* The state of education in NJ is in flux, due to what the governor is trying to do. In many ways I support what he says, but I'd like to see more concrete and constructive steps from him that will meet his goals effectively. With the NJEA being identified as the primary villain in what's wrong with education, this will ultimately effect the quality of education in the classroom for every student in the state.*

*The state's economic position, which is no different from the rest of the country, is another primary factor that will ultimately impact the quality of education.*

*Effective management and evaluation remains key stumbling blocks in the district. While some improvements have been made, more changes need to take place. One does not become an effective manager because of a title. Ineffective managers do not effectively evaluate and make useful recommendations for improvements.*

*In the middle school, I'd like to see more emphasis on degrees in subject areas and less so on education degrees.*

*\* The major challenges include being fiscally responsible in these challenging times without sacrificing student achievement; addressing a superintendent/principal position as well as a principal/supervisor of curriculum position and a shared superintendent with other districts.*

*\* Flat funding from stat stressing financial resources  
Fair Teacher/Staff compensation ( would like to see merit base pay)  
Facility needs new boilers*

*\* Limited financial budget to make repairs to aging buildings and maintain an appropriate environment to foster learning.*

*Maintaining broad curriculum which balances arts, language, math and science curriculums.*

*Providing parents appropriate forums to communicate concerns with the Board that may not be on the agenda.*

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

*\* Would like to see a year based monthly calendar with strategic items written in for appropriate month*

*\* Encouraging effective staff development at all levels of the district in the areas of management, evaluation, and subject knowledge within the classroom.*