

TRENTON BOARD OF EDUCATION
108 North Clinton Avenue
Trenton, New Jersey 08609
BOARD RETREAT MEETING MINUTES
Wednesday & Thursday – February 6 & 7, 2019 – 5:30 P.M.

Completed February 28, 2019

Day One

Convened at 5:30 P.M.

Call to Order

Board President Gene Bouie called the meeting to order at 5:30 p.m.

Pledge of Allegiance

President Bouie called for the salute to the flag.

Roll Call

Present:

Gene Bouie

Addie Daniels-Lane – arrived approximately 6:30 p.m.

Yolanda Marrero-Lopez

Gerald Truehart II

Lucy Vandenberg – arrived 5:33 p.m.

Heather Watson

Absent:

Fiah Kwesseu

Taraun McKnight

Sadé Williams

Superintendent of Schools – Dr. Fredrick H. McDowell Jr. - Present

Business Administrator/Board Secretary – Jayne Howard - Absent

New Jersey Sunshine Law - Read by Board President Bouie

The New Jersey Public Meetings Law was enacted to ensure the right to the public to have advanced notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted on.

On the rules of this act, the Trenton Board of Education has caused notice of this meeting by publicizing the date, time and place, therefore posted in the Central Services Building, 108 North Clinton Avenue, City Clerk's Office, City Hall, the Times and the Star Ledger. Anyone whose name is on the mailing list should receive a notice.

Formal action will not take place at this meeting.

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Mission Statement - Read by Board President Bouie

All students will graduate with a vision for their future, motivated to learn continually and prepared to succeed in their choice of college or career.

Adoption Of Agenda

Motion was made by Mr. Truehart and seconded by Ms. Watson to adopt the agenda. Agenda was adopted by all Board Members present.

<u>ROLL CALL</u>	YES	NO	ABSTAIN
Addie Daniels-Lane		not present for vote	
Fiah Kwesseu		absent	
Yolanda Marrero-Lopez		X	
Taraun McKnight		absent	
Gerald Truehart		X	
Lucy Vandenberg		X	
Heather Watson		X	
Sadé Williams		absent	
Gene Bouie		X	

PUBLIC PARTICIPATION

There were no members of the public wishing to address the Board.

BOARD PROFESSIONAL DEVELOPMENT

President Bouie stated this retreat is an opportunity for the Board to make improvements in the area of community/parental engagement. He said the Board needs to work on its image, and he welcomed Dr. Joseph Youngblood, President of Khafre Solutions LLC, to facilitate the retreat (handouts attached). Dr. Youngblood was assisted by Mr. William Watson. Board questions and comments were in the following areas:

- Value-added community meetings by the FACE Committee
- Community engagement related to the annual budget
- Reaction of Leadership Team to Board's values
- See the needs and work on them
- Values are mostly clear
- Presenting values to the community
- Need to stress inclusivity
- Definition of collaboration
- Partnering with the community on advocating for services outside the district's purview
- Conveying sincerity
- Appreciation for the process
- Having the capacity to implement the vision

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- The individual roles of the school communities
- Internal workings of the Board
- Role of the Board versus role of Administration
- Responding to varied voices in the community
- Determining level of engagement in an objective manner
- Being proactive rather than reactive
- Managing the pace and process of change
- Need for professional development on implementation of the vision

Adjourn

The meeting adjourned for the evening at 7:45 p.m. Motion was made and properly seconded to adjourn, all in favor, none opposed.

Day Two

The retreat reconvened at 5:30 p.m. on Thursday, February 7 with members of Leadership Team present in addition to the Board and Superintendent.

Pledge of Allegiance

President Bouie called for the salute to the flag.

Roll Call

Present:

Gene Bouie
Addie Daniels-Lane
Yolanda Marrero-Lopez
Taraun McKnight
Gerald Truehart II
Lucy Vandenberg – arrived 6:18 p.m.
Heather Watson

Absent:

Fiah Kwesseu
Sadé Williams

Superintendent of Schools – Dr. Fredrick H. McDowell Jr. - Present

Business Administrator/Board Secretary – Jayne Howard - Present

New Jersey Sunshine Law - Read by Board President Bouie

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Formal action will not take place at this meeting.

Mission Statement - Read by Board President Bouie

All students will graduate with a vision for their future, motivated to learn continually and prepared to succeed in their choice of college or career.

Adoption Of Agenda

Motion was made by Ms. Marrero-Lopez and seconded by Ms. Daniels-Lane to adopt the agenda. Agenda was adopted by all Board Members present.

<u>ROLL CALL</u>	YES	NO	ABSTAIN
Addie Daniels-Lane	X		
Fiah Kwesseu	absent		
Yolanda Marrero-Lopez	X		
Taraun McKnight	X		
Gerald Truehart	X		
Lucy Vandenberg	not present for vote		
Heather Watson	X		
Sadé Williams	absent		
Gene Bouie	X		

PUBLIC PARTICIPATION

There were no members of the public wishing to address the Board.

BOARD PROFESSIONAL DEVELOPMENT

President Bouie welcomed the Leadership Team to the retreat, stating that the focus is on community engagement in support of the District’s mission. He expressed appreciation for the help of Khafre Solutions LLC in this regard. Superintendent McDowell said the initial premise was to ensure that both the Board and Leadership Team are coordinated in their efforts. He said the process began over a year ago.

Dr. Youngblood and Mr. Watson continued with the training, stating that it was a successful strategy to have the Board and Leadership attend separate sessions at the outset; but now it is time for both sides to work collaboratively as a single entity. Participant questions and comments were in the following areas:

- Definition of community
- Inconsistency in our approach and follow-up
- Overcoming barriers to consistency

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- Differing vantage points from Board to Administration
- Need to think outside the box
- Setting aside time to reflect
- Making the vision come alive
- Developing trust in the community
- Using multiple techniques to inform the community
- Long term sustainability of the plan
- Addressing fiscal restraints and lack of resources
- Making difficult Policy and Budget decisions
- Contributing factors to chronic absenteeism
- District's role in tackling chronic absenteeism
- More detail on the *All Kids Thrive* grant
- Timeline for next steps and development of a rubric

Adjourn

The meeting adjourned for the evening at 8:20 p.m. Motion was made and properly seconded to adjourn, all in favor, none opposed.

Respectfully submitted

Jayne S. Howard

Jayne S. Howard
Business Administrator/Board Secretary

10 National Standards for Community Engagement

1. The Involvement Standard— We will identify and involve the people and organizations with an interest in the focus area.
2. The Support Standard— We will identify and overcome any barriers to involvement.
3. The Planning Standard— We will gather evidence of the needs and available resources and use this to agree to purpose, scope and timescale of the engagement and actions taken.
4. The Methods Standard— We will agree to use methods of engagement that are fit for the purpose.
5. The Working Together Standard— We will agree and use clear procedures to enable participants to work with one another efficiently and effectively.
6. The Sharing Information Standard— We will ensure necessary information is communicated between the participants.
7. The Working With Others Standard— We will work effectively and fairly with others with an interest in the engagement.
8. The Improvement Standard— We will develop actively the skills, knowledge, capacity and confidence of all the participants.
9. The Feedback Standard— We will feedback the results of the engagement to the wider community and agencies affected.
10. The Monitoring and Evaluation Standard— We will monitor and evaluate whether the engagement meets its purpose and the national standards for community engagement.

Evening Case-in-Point Analysis & Activity

1. In a **WHOLE GROUP** discussion, identify and reach a consensus on the broad category of stakeholders by sector or organizational type. Note here, that it is essential to utilize a range of mechanisms and avenues to facilitate the widest possible participation from these sectors or interest groups. (Facilitators will record information on flip charts)
2. In **SMALL GROUP** discussions, start to populate a chosen category with the names of specific organizations, interest groups or stakeholders who should be added as primary participants in the districts AKT and Every Day Matters community engagement planning processes.
3. Report out to larger group and deconstruct discussions and lessons learned.
 - Think about the level or **IMPACT** the issue will have on these stakeholder interests; Who represents these interest groups; Are there existing community networks or forms of communication; Are there gaps in the district's current communication flow to specific interest groups.