



Board of Directors - Retreat Meeting Minutes

Saturday, February 24, 2018 09:00 AM

1. LOCATION

Tacoma Nature Center, 1919 S Tyler St, Tacoma, WA 98405

2. PARTICIPANTS

Board President Cobb, Vice-President Vialle, Director Winskill, Director Heinze and Director Leon.
Superintendent Santorno, Deputy Superintendent Garcia, Toni Pace, Jon Bell for Jennifer Traufler, Lisa Nolan, Marie Verhaar, Rosalind Medina, Christopher Williams, Renee Trueblood, Dan Voelpel, and Tonya Beattie

3. REFRESHMENTS & AGENDA REVIEW

Board President Cobb reviewed the Agenda.

4. ICE BREAKER

Board members discussed their "Can't Not Do" for the rest of this school year with a cabinet member and shared with the group.

5. WSSDA SELF-ASSESSMENT

Board members discussed the WSSDA Self-Assessment tool.
Director Vialle suggested providing feedback to WSSDA on their assessment tool.
Director Heinze remarked that he would prefer using an assessment tool that has established baselines and targets more closely associated with the work of our particular district, rather than generic targets based on WSSDA's suggested standards.
Director Cobb stated that board policy requires a self-assessment in terms of generally accepted principles of successful board operations, the board is not on a regular cycle nor does the board have a self-assessment tool in place.
Director Vialle suggested that the board develops their own assessment tool based on our strategic plan and using evidence based scoring.
The board agreed to work with district leadership to draft a proposed self-assessment process and benchmarks for consideration.
Director Heinze suggested also aligning with the Supt. Goals when possible, and including community input.

6. OPEN PUBLIC MEETINGS ACT/OPEN PUBLIC RECORDS ACT

General Counsel reviewed the Open Public Meetings Act and Open Public Records Act regulations.
The board discussed ways to capture text messages for public records requests.

7. Break

8. BOARD COMMUNICATION & PROTOCOL

The board reviewed draft Standard Operating Procedures developed by the General Counsel and Public Information Offices.
Director Heinze asked for clarity regarding the title "board secretary" and suggested an auto-reply could be helpful for an acknowledgment that an email was received at the very least.
Director Vialle remarked that she typically only forwards the emails to the superintendent for action.
Director Winskill offered that when there is a number of people addressing the board during an open meeting that there could be a summary statement offered by the board or superintendent rather than no comments at all.
Director Cobb offered that the board could add a statement to the blue comment card that people could check a box if they would like to be followed up with.
Director Heinze stated that social media and other public relations tools should be utilized for larger summary responses.

9. BOARD MEMBER COMMITTEE ASSIGNMENTS

The board discussed how committee assignments are determined.
Safe Streets Board and Foundation for Tacoma Schools Board assignments are determined by those boards. General Counsel will

check in to the Citizen Finance & Audit Committee regarding board member selection.

Director Heinze requested that the committee assignment cycle be aligned to district benchmarks and strategic goals.

The board discussed whether the re-assignment cycle should be moved to August, knowing that there is typically one business meeting in August to get a lot of business done.

Director Heinze suggested a range, June - August is a better target, putting dates in policy and developing a workplan with a 12-month calendar.

10. BOARD OFFICERS & DUTIES OF BOARD MEMBERS

The Board will review on their own.

11. BOARD INTEREST SURVEY REGARDING STUDY SESSIONS, ETC.

Superintendent requested the board members complete the interest survey handout and submit for planning purposes.

Director Vialle suggested the major policy changes should first be discussed at a study session.

Director Cobb suggested that a first reading during a regular business meeting could determine whether a study session is actually necessary.

Director Heinze suggested that a policy committee be established, to meet monthly for an hour prior to the start of a regular business meeting.

Director Heinze requested a closed meeting for the board to be briefed on school safety plans so as not to jeopardize aspects of safety measures in place. General Counsel will check into that.

12. SUPT. MID-YEAR UPDATE (if time allows)

The superintendent and cabinet members were invited to provide mid-year updates.

13. ADJOURN

Board President Cobb moved to adjourn the meeting at 12:00pm.

Minutes approved by the Board on: _____

Signed by: _____

Superintendent Carla Santorno

By: _____

Board President, Andrea Cobb