



BOARD OF DIRECTORS WORK-STUDY & RETREAT

Meeting Minutes

Saturday, February 25, 2017 08:00 AM

1. LOCATION

Wainwright Intermediate School, 3rd Floor
130 Alameda Ave., Tacoma, WA

2. PARTICIPANTS

Board of Directors: Director Ushka, Director Cobb, Director Winskill, Director Heinze, Director Vialle

Superintendent & Cabinet: Superintendent Santorno, Deputy Superintendent Garcia, Assist. Supt. of Human Resources Nolan, Assist. Supt. of Teaching & Learning Marie Verhaar, Assist. Supt. of K-12 Support Toni Pace, Executive Director of Technology Shaun Taylor, Chief Operating Officer Steve Murakami, General Counsel Renee Trueblood, Executive Director of Public Information Dan Voelpel

Design Teams and Guests: Director of Planning and Construction Rob Sawatzky, Capital Projects Supervisor Christy Barrie, Capital Projects Supervisor Paul Popovich, Capital Projects Supervisor Julius Pallotta, Elementary Education Director Rita Chaudhuri, Instructional Facilitator Tech Ryan Booth, Instructional Facilitator Tech Emily Bannon, Elementary Teacher Jennifer Streun, Elementary Teacher Meredith Williams, Elementary Principal Donna Basil, Elementary Assist. Principal Renee Froembling, Mike McGranahan, Matt Lane and Michael McGavock of McGranahan Architects

3. AGENDA REVIEW

Board President Catherine Ushka reviewed the agenda with all of the participants and discussed the goals and objectives for the meeting.

4. BIRNEY ELEMENTARY & GRANT ELEMENTARY CONCEPTUAL DESIGN REVIEW

The objectives of the charette were introduced by Steve Murakami. The Board was briefed on the design process, how alignment to best practices for instruction was used, and given an overview of both of the design concepts at this point in time.

The group visited a configuration room in Wainwright to discuss innovative learning spaces. The construction engagement process was reviewed which included: Elementary Education Specifications, Design Advisory Committee overview, and time frame review. The elements of teaching and learning in the design process were reviewed which included: 5 Dimensions of Teaching and Learning Instructional Framework, Changing Norms in Pedagogy and Facility Design, and Teacher/Principal input.

The Board was asked what general essential questions they have at this point.

Those questions were:

- What outcomes are we trying to achieve?
- How can the buildings be adapted for the future?
- How can we engage family and community all day?
- What about regulation trades/fields?
- Will the kitchens be "scratch" facilities?
- Will they be accessible after-hours?
- Are we ready for collaborative learning?

The Board was asked what essential questions they have at this point for the individual projects.

Questions regarding Grant Elementary were:

- How will the school fit into the neighborhood?
- Can more performance space be provided?
- How can parking and community access be improved?
- Can the existing culture be maintained/enhanced?

Questions regarding Birney Elementary were:

- Will the school be a community resource?
- Will there be improvements to site circulation?

Will it be an open & welcoming design?

The Board indicated they were pleased with the initial conceptual designs. The Board expressed their appreciation for the hard work and dedication provided to these projects by the Design Teams and district staff.

5. Break

The group took a brief break to organize for the next topic.

6. REVIEW BOARD OPERATING PROTOCOL

The Board reviewed their Operating Protocol.

7. OBJECTIVES

The Board discussed allowing time to process and reflect on the strengths/areas for growth and complete the Goal Setting at the March 16, 2017 Study Session.

The Board also discussed holding some Board Meetings at school locations to increase community engagement.

8. REVIEW BOARD SELF-ASSESSMENT

President Ushka presented the findings of the Board Annual Self-Assessment.

- Function A: Vision The Board scored 82%
- Function B: Structure The Board scored 84%
- Function C: Accountability The Board scored 79%
- Function D: Advocacy The Board scored 82%
- The overall average score was 82%

The Board with the Superintendent and Deputy Superintendent noted the Board strengths as being:

- Setting policy that is aligned with the strategic plan and benchmarks.
- Being nimble and flexible very tied in to the community.
- Being humble in the self-assessment, being accountable and being strong advocates.
- Being strong communicators.
- Being strong visionaries with elevated thinking to the big picture.

The Board discussed areas/opportunities for growth:

- Development of a more current/relevant rubric, including a policy gap analysis.
- Narrow the focus of evaluation criteria.
- Self accountability. Come to meetings prepared. Read the Friday Report.
- Use technology to improve ability to be prepared.
- How to make space for thinking and discussion before having to take action. Opportunity to have reflection before action.
- Utilize roundtable meetings for collective thought time.
- Increase teacher attendance at Board events.
- Increase number of "breakfast with principals" for opportunity to listen regularly.
- Maintain objective for listening sessions is to gather information not interference.
- Intentional community participation and review leadership structure.
- Increase coordination when the Board is invited to events where multiple schools are represented, e.g. neighborhood councils.
- Encourage community engagement in Board goal setting.

9. ADJOURN

Director Ushka moved to adjourn the meeting at 11:20am.

Minutes approved by the Board on: _____

Signed by: _____
Superintendent Carla Santorno

By: _____
Board President, Catherine Ushka