

Minutes of Annual Quincy School Board Planning Meeting September 19, 2012

Members Present

Tricia Lubach, JoAnn Garces, Myrna Blakely, Mike Scharbach, Alex Ybarra and Burton Dickerson, Secretary to the Board

Call to Order

The special meeting of the Quincy School District Board of Directors was called to order by Board President Tricia Lubach at 5:30 p.m.

Review of District Improvement Initiatives and Goals:

Burton Dickerson gave an overview of the following:

- District Strategic Plan
- District Improvement Plan
- Implementation Framework
- Collaboration Master Schedule & Leadership documents
- GLAD Guided Language Acquisition Design
- PBIS Positive Behavior Intervention Support
- CWT Classroom Walk-throughs
- ESEA Flexibility Waiver

Roles of the Board for Improved Student Learning:

The board reviewed the five main leadership roles of the board in improving student learning, based on WSSDA's Lighthouse project. They are:

1. Set clear expectations
2. Create conditions for success
3. Hold the system accountable to the expectations
4. Build collective will
5. Learn together as a board team

Review of Board Self-Assessment Survey from WSSDA:

We reviewed the results of the survey in which we each participated, taking note of those areas where the board rated its effectiveness highly and areas in which the board feels it can make improvements.

Areas where board members rate the board's performance positively:

Standard 1: Provide responsible school district governance

- Basing decisions on what's best for students
- Providing information to the public that supports board decisions
- Delegating appropriate authority to superintendent
- Honoring the roles and responsibilities of the superintendent
- Focusing policy decisions on student achievement
- Working with the superintendent with mutual trust and commitment

Standard 2: Set and communicate high expectation for student learning with clear goals and plans for meeting those expectations

- Through policies and actions, expressing our belief that all students can learn
- Communicating high expectations for all students
- Basing ongoing work, such as policy development and budgeting, on district goals

Standard 3: Create conditions district-wide for student and staff success:

- Having an established course of study and graduation requirements that align with high expectations for students
- Adopting a fiscally responsible budget that is aligned with the district's vision and plan
- Regularly monitoring the district's budget and fiscal status

Standard 4: Hold school district accountable for meeting student learning expectations:

- Publicly recognizing the efforts of schools in improving student learning

Standard 5: Engage local community and represent the values and expectations they hold for their schools

- Establishing policies and partnerships that promote and expand educational opportunities for all students
- Following an effective process for responding to questions, concerns, comments or feedback from citizens

Areas where board members believe there are opportunities for increased board effectiveness or need more information in order to determine the board's effectiveness:

Standard 1: Provide responsible school district governance

Areas identified by the survey that present opportunities for improvement:

- Follow a defined process for gathering input prior to making critical decisions
- Set goals for board improvement and carrying out annual assessments of the board's performance
 - o ACTION: Annual planning meeting, such as this one, are scheduled on the board meeting calendar for August/September.
- Collaborating with colleagues across the region, state or nation regarding emerging trends, issues and policy solutions
 - o ACTION: Board members will attend upcoming WSSDA Regional Meeting on October 2 and plan to attend WSSDA Legislative Conference in March to increase collaboration opportunities; board members already attend WSSDA Annual Conference each year.
- Together with the superintendent, sharing responsibility for the orientation of new board members and forming a new inclusive team

Standard 2: Set and communicate high expectation for student learning with clear goals and plans for meeting those expectations

- Communicating our rationale for decisions to the community
- Carefully monitoring progress towards the goals and outcomes of the district plan

Standard 3: Create conditions district-wide for student and staff success:

- Ensure that facilities comply with current health, safety, security and accessibility standards
- Require through policy regular evaluation and management of safety and security risks
 - o ACTION: This was an area where the board felt uninformed about safety and security issues; Dr. Dickerson will arrange for School Resource Officer Gus Winters to make a presentation to the board to increase the board's knowledge.

Standard 4: Hold school district accountable for meeting student learning expectations:

- Have policies for evaluating staff based on student success
 - o ACTIONS: The new evaluation system, TPEP, is being implemented to improve staff evaluations. The board will take responsibility to inform itself about the new program, including attending the WSSDA workshop on TPEP at the October 2 regional meeting in Quincy.
- Have policies that ensure students receive the curriculum, support and supplemental materials necessary for high achievement.
- Provide for evaluation of district operations to ensure there is an efficient and effective learning environment.
 - o ACTIONS: Updates on a variety of district initiatives, including PBIS, GLAD, District and School Improvement Plans and the ESEA waiver, took place at this meeting.
- Seek public input during budget process.
- Communicate performance expectations for the superintendent to the community
- Regularly review and understand the criteria, assessment tools, and methods that measure student achievement and district performance.
 - o ACTION: The 2012-2013 Board Meeting Schedule includes work sessions for reviewing multiple types of assessment data.
- Regularly evaluate and adjust resources and strategies for closing achievement gaps to maximize their effectiveness.
 - o ACTION: Director of Student Achievement, Carole Carlton, could provide more information the board on resources allocation, including how resources may need to be adjusted under waiver

Standard 5: Engage local community and represent the values and expectations they hold for their schools

- Advocating at the local, state and federal levels on behalf of students and the district.

- Establish policies and partnerships that promote and expand educational opportunities for all students
- Follow an effective process for responding to questions, concerns, comments or feedback from citizens
- Conduct its business in a transparent and accountable manner.
 - o ACTION: Online access to meeting agendas and minutes makes it much easier for the public to stay informed. QSD's quarterly newsletter could include a feature informing the public about their ability to access this information online.
- Carefully consider community and staff input in its decision-making.
 - o ACTION: The board will explore new ways to seek and hear community and staff input.

“Parking Lot” issues

Issue we discussed:

- Regional meeting in Quincy October 2, 4:00-6:00 TPEP workshop
- WSSDA Legislative Assembly March 10-11, 2013
- ESEA Waiver
- Lunch issues at schools

“Parking Lot” issues we will discuss at next meeting:

- Staffing levels
- Levy – what should/is it funding?

Next Steps:

The board and superintendent will conduct a second planning/goal setting session following an upcoming evening board meeting in October or November for the purpose of clarifying goals and action items.

Meeting was adjourned at 8:10 p.m.