

MINUTES

Work Session of the

BOARD OF DIRECTORS

Corvallis School District 509J
 1555 SW 35th Street
 Corvallis, OR 97333

I. CALL TO ORDER AND ROLL CALL

Vice Chair Rieck called the meeting to order at 6:07 p.m. in the Central Office Board Room, 1555 SW 35th Street, Corvallis. The secretary recorded those present as listed below.

<p><u>BOARD MEMBERS PRESENT</u> Kari Rieck, Vice Chair Helen Higgins Sara Gelser Blake Rodman Matt Donohue Donna Keim</p> <p><u>BOARD MEMBERS EXCUSED</u> Nell O'Malley, Chair</p>	<p><u>EXECUTIVE STAFF PRESENT</u> Dawn Tarzian, Superintendent Jim Hogeboom, Assistant Superintendent Julie Catala, Executive Assistant</p> <p><u>GUEST FACILITATOR</u> Carolyn McVicker</p>
---	--

A quorum was present and due notice had been published.

II. BOARD AGREEMENTS

Guest Facilitator Carolyn McVicker began review of the latest draft of the Board Agreements that had been under revision at recent previous meetings. She went through each item and asked the Board if they would like to make any further changes. Board members voiced their suggestions and whether their placement should remain in this document or another, such as the superintendent's evaluation or the communication plan. Much of the discussion focused on the new section "Board or Superintendent Committees." Supported changes will be incorporated into the Board Agreements to be submitted for adoption at the October 10, 2005 meeting.

III. DIP (District Improvement Plan)

Ms. McVicker opened the discussion by stating that she had been hearing that the Board would like more input into the DIP for implementation for the following year (2006-07) as this year's plan was already in motion. Members articulated a desire to align the Board goals with that of

the DIP and new members expressed that they would like a mini-history lesson and highlights of why the selected items were chosen for inclusion in the DIP.

In responding to a question, Superintendent Tarzian explained how the new State requirements of including the NCLB (No Child Left Behind) into the Plan could be handled. She stated that the State's October 15 reporting deadline could be met without having fully revised the DIP and the requirement should not drive the Board's work on the DIP. The State's requirements revolve around data driven decisions based on OSAT (Oregon Statewide Assessment Test) data to set improvement goals around student performance. It does not exclude initiatives that the District might want to include in our DIP, such as extended learning or performing arts programs, so there is room for growth.

Superintendent Tarzian stated that though board goals and the DIP were being addressed in separate conversations she had been assured that they would ultimately be structured together, as limited resources do not allow for staff attention to encompass two different sets of goals along with state and federal requirements. When it was expressed that direct alignment of current Board goals and the DIP was not readily apparent, Superintendent Tarzian stated that by reviewing the use of the District's resources, by way of the Board's Program and Resource Review Committee, the Board can hopefully provide more resources so that the DIP can be more fully implemented. In that way, the Board is supporting the DIP. It was suggested that one of the Board's goals could be to stay informed of changes to and support the DIP. Director Keim suggested that when the Board creates its goals that it asks itself where on the DIP it would be placed if it were to be stated there. Superintendent Tarzian articulated where several of the Board goals would fit into the DIP goals.

Superintendent Tarzian noted that it has been tentatively planned to provide the Board student assessment data at the next work session. At that time, the Board could articulate any edits to the DIP that they might like to see to address improvement. The review would provide an understanding of why the Leadership Team chose literacy as a focus of the DIP. A review of extended learning in the DIP could also be undertaken.

Several members expressed their wish to see more measurable and specific components in the DIP. Superintendent Tarzian shared her belief that though she understands it is difficult for the new Board to adopt the DIP when more information is needed she believes the DIP should be reviewed annually and she offered to bring a staff-revised draft version that included this year's focus as well as being more activity orientated rather than being communicated through over-arching goals. It could express this new board's visions of more open communication about processes with the community. It could be discussed and adopted as an updated version with the current year's date on it under her leadership, with new goals. She also commented that she may resurrect her list of to-do's for the coming year that she reviewed at the Board retreat in July. Elements of those items could be seen in the DIP and in her proposed goals as superintendent in her evaluation procedure. Vice Chair Rieck offered her view that she would like to see a 3-5 year strategic plan and its cost impact which would provide direction for the staff and the community.

Superintendent Tarzian stated that one reason that she had wanted to be superintendent in the Corvallis district in particular was the that Board represented the community in defining important elements to its educational program that exclude assessment data and that sometimes exceed their limited resources but really cause them to dream about what they want to continue to create. She stated she does not want district and board goal setting to be divided into day to day operations and policy because they overlap for both groups when they are done correctly. The former board's vision about what is needed for the education of students is very much embedded in the DIP. She stated she looks forward to this new board revisiting and setting their footprint on the DIP.

Facilitator McVicker called a break at 7:12 p.m. The meeting resumed at 7:25 p.m.

IV. GOAL SETTING

Facilitator McVicker lead the discussion of setting the Board's goals beginning with a review of the topics the Board created at its last meeting. Members offered their suggestions for changes and considered adding two more topics. to support DIP and to create a district strategic plan in collaboration with staff.

Ms. McVicker stated the next steps would be to develop a strategic plan for each of the goals. It was noted that a committee is not required for every goal.

It was agreed the Board needs more information on the operating levy and remaining bond dollars goals before it can decide whether or how to pursue them. Director Gelser offered to present preliminary information on a possible levy and it was agreed that Auxiliary Services Director Wright could update the Board on the Long-Range Facilities Master Plan and remaining bond dollar uses.

V. COMMUNICATIONS PLAN

Director Gelser provided a history of how the current communications draft plan came to be. It was initiated as a result of board member conversations last spring as a way to increase community engagement. The District no longer has a dedicated communications person which may impact passage of levies and the community has said that the Board was not very engaged. Communication takes money which the District does not have so solutions were sought. It was also desired that Board communications be aligned with District communications. More recently, Director Gelser met with Directors Keim and Donohue to create the plan, using former Superintendent Harter's plan as a guide and melding it into Human Resource Director Holmes' (formerly the District administrator in charge of communications) format.

Director Gelser referred to the 5-page communications plan which was organized into a table that identified communication methods, who was responsible, and when it should be done. Director Gelser requested general feedback as to whether it was headed in the right direction.

Discussion ensued with the following points being made:

- The Board needs time to assimilate the information
- It was questioned whether a formal committee with a charge should be formed.
- An overseer, whether the Board Chair or a committee, could serve as the management point/liason between and for the Board and the District on an ongoing basis
- Outsourcing some items could bring in expertise but it is the Board who is to engage with the community so it would be better to handle it all in-house
- It might be helpful to identify five of the most important items from the vast list and do them well
- Items that involve only the Board (versus staff) could be discussed at a future meeting and identification of who would be responsible could be undertaken
- Tracking the amount of hours spent formally communicating against the number of patrons served along with key review questions for each event might be useful
- The Board needs to communicate about Board business; the Superintendent about the business of the schools

Superintendent Tarzian noted that ultimately if the Board sees the need for increased communications, resources would need to be shifted to support that. The district has made decisions in the last couple of years to not extend resources in communications but instead on direct instruction. It is a conundrum. It will be important to monitor the ability to be effective at enhancing communications with existing staff and board resources. She noted that even Board committees come at an expense and the board budget would reflect that. With more work comes a price tag.

VI. ADJOURNMENT

Being no further business, Vice Chair Rieck adjourned the meeting at 9:01 p.m.

Kari Rieck, Vice Chair

Dawn Tarzian, Superintendent

Prepared by Jolene Shute

(s:\super\julie\board\minutes\2005\september 26 work session.doc)