

July 24, 2023 TTSD School Board Retreat Minutes

Tigard-Tualatin School District, 23J

The minutes are official after Board approval and will be posted at www.ttsdschools.org

Board Members Present:

Tristan Irvin, Chair
David Jaimes, Vice Chair
Kristen Miles
Crystal Weston
Jill Zurschmeide

Administrators Present:

Dr. Susan Rieke-Smith, Superintendent
Traci Rose, Director, Communications

Others Present:

Patty Roberts, Executive Assistant
Lisa Burton, Community Relations Manager
Thor Kuhn, Teacher & Technology Help
Janet Avila-Medina, Board Dev Specialist, OSBA

I. RETREAT ~ 8:00 AM

A. CALL TO ORDER

Chair Irvin convened this Board retreat of the Tigard-Tualatin School District Board of Directors to order at 8:00 AM.

II. BOARD RETREAT ~ 8:00 AM

A. Designation of Schools:

Chair Irvin asked each Board member to let her know their desired designation of schools for the 2023-24 school year. The designations include:

Chair Irvin
Vice Chair Jaimes
Kristen Miles
Crystal Weston
Jill Zurschmeide

B. Board Roles & Responsibilities and the development of Board Agreements – Presenter: Janet Avila-Medina – Time: 8:30 AM

Janet Avila-Medina, OSBA Board Development Specialist, provided professional development for the TTSD Board and used a [PowerPoint presentation, link found here](#), that including the following information:

- Introduction & Why are you here?
- Reflection
- School Board Impact Students
- Collective Governance
- Who are your students?
- Data Reflecting Questions
- Why data? (quantitative/qualitative)?
- All students can learn
- Reflection

At 9:34 AM, Chair Irvin recessed the retreat and at 9:41 AM she reconvened the retreat.

2023-2024 Tigard-Tualatin School District Board of Directors:
Tristan Irvin, Chair, David Jaimes, Vice Chair; Kristen Miles, Crystal Weston and Jill Zurschmeide Directors

Board Development Specialist, Janet Avila-Medina, continued with her presentation, and providing professional development to the Board, through a PowerPoint presentation.

- Research & Best Practices
 - Chronology of Applicable Research Informing Effective Boardmanship
 - Improving School Board Effectiveness
 - Standard 1: Vision ...
 - Board set the strategic direction
 - Superintendent creates Strategic Plan
 - Strategic District Goal Setting Process
 - Vision, Stakeholder Input, Planning, Alignment, and Monitoring
 - Summary
 - Standard 2: Community Engagement
 - Public Comment
 - Community Engagement Overview
 - Community Engagement Plan:
 - Summary
 - Standard 3: Effective Leadership
 - Governance /Management – What vs How
 - Summary
 - Standard 4: Accountability
 - Balanced Governance: Aggregate Data
 - Professional Development Plan
 - Summary
 - Standard 5: Using Data for Continuous Improvement & Accountability
 - Summary
 - Standard 6: Cultural Responsiveness
 - Summary
 - Standard 7: Culture & Climate
 - Collaborative Governance
 - Balanced Governance
 - Communication/Behavior/Actions – Board Culture &Climate
 - Board Operations – How to run effective meetings?
 - Summary
 - Standard 8: Learning Organization
 - Summary
 - Standard 9: Systems Thinking
 - Summary
 - Standard 10: Innovation & Creativity
 - Summary
 - Standard 11: Board Member Conduct, Ethics and Relationship with Superintendent
 - Board-Superintendent Relationship
 - What vs How
 - Board
 - Superintendent
 - Summary
 - Standard 12: Budgets and Financial Accountability
 - Summary
 - Scenarios:

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- Board Operating Agreements ~ *Time: 10:33 AM*
 - The Purpose ~ What is it and why is it needed?
 - Communication
 - Instructions
 - Board-Superintendent Expectations
 - Tools & Resources
 - Some Commonly Used Policies
 - We're here for you!
 - Newsclips / OREDNEWS
 - Upcoming OSBA Events
 - Board Development Team
 - Questions?

Complete of Board Agreements/Norms – Presenter: Chair Irvin ~ *Time: 11:35 PM*
Chair Irvin and all Board members worked on updating their Board Operating Agreements.

Recess for lunch ~ *Time: 12:03 PM*

Working Lunch ~ *Time: 12:13 PM* – The Board continued working on updating their Board Operating Agreements. The [updated 2023-24 Board Operating Agreements DRAFT, link can be found here](#). Chair Irvin will prepare a draft, and have it reviewed by Ms. Avila-Medina with OSBA, and the Chair will forward to the Board prior to placing the agreements on the August 14, 2023 Board Meeting Agenda.

Board member communications, bond process and long-range facilities community process – Presenter: Traci Rose ~ *Time: 12:36 PM*

Traci Rose, Director of Communications & Community Relations provided information using a [PowerPoint presentation, link found here](#), regarding the 2023 Communication & Community Relations. She shared details of the big things that are coming up this year. Her presentation included:

- Communications / Community Relations Team
- Communications – Platforms used
- External Communications
- Internal Communications
- Community Relations
- Advocacy
- 2023-2024 Influences
- Long-Range Planning Bond Campaign
- 2016 Bond Priorities
- Facilities Assessments & Cost Estimates
- The Planning Process
- Future Committee Meetings
- Survey's To-Date
- The Committee's Charge
- Intention / Projected Growth Boundaries Facilities
- Local Options / Levy's
- Outreach and Engagement
- Reputation Management
- Reputational Impact
- District of Choice
- Branding

<p>2023-2024 Tigard-Tualatin School District Board of Directors: Tristan Irvin, Chair, David Jaimes, Vice Chair; Kristen Miles, Crystal Weston and Jill Zurschmeide Directors</p>

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- Media Relations

C. 2023-24 Board Committee Assignments – Presenter: Chair Irvin ~ *Time: 1:53 PM*

Chair Irvin lead a discussion to update the 2023-24 TTSD Board Assignments. Each Board member selected various committees, and areas of interest, where they would like to serve. A [updated 2023-24 DRAFT Board Committee Assignments document link](#) will be provided in these minutes as well as posted on the TTSD Board Webpage.

D. Board Goals & Passion Projects – Presenter: Chair Irvin ~ *Time: 2:24 PM*

The Board members discussed potential updates to the 2023-24 Board Goals & Passion projects. Their [updated 2023-24 Goal Rubric DRAFT, link can be found here](#).

E. 2023-24 Superintendent Goals – Presenter: Dr. Sue Rieke-Smith ~ *Time: 3:08 PM*

Dr. Rieke-Smith provided detailed Superintendent goal information using a [PowerPoint presentation, link found here](#).

She discussed:

- 22-23 Superintendent Evaluation Themes
- ACTION: Sustain a systemwide cultures of collective efficacy
- ODE Early Literacy Framework
- Our Collective Identity Continuing our Equity Story
- Goal 1.0
 - 1.1 ~ Fidelity of Implementation of the Educational Equity and Racial Justice Policy ACC
 - 1.2 ~ Fidelity of Implementation of the Educational Equity and Racial Justice Policy ACC/Hate Speech Policy ACB
- Goal 2.0:
 - Community Trust and Engagement
- District Work 2023-2024

IX. ADJOURN ~ 4:00 PM


Board Chair Irvin adjourned the Board retreat of the Tigard-Tualatin School District Board of Directors at 4:00 PM.

APPROVED BOARD MEETING

This Board Meeting was streamed on the [TTSD YouTube Channel](#).

DATE: 08/14/2023

CHAIRMAN:



CLERK:

