



**BOARD OF TRUSTEES
SARATOGA UNION SCHOOL DISTRICT
Special Board Workshop
August 14, 2007**

M I N U T E S

Present: Michael Gipe, Cindy Ruby, Pragati Grover, Shinku Sharma
Absent: Jack Chang

1. Call to Order

The meeting was called to order at 9:00 a.m. by Board President Michael Gipe.

2. Opportunity for Public Comment on Agenda Items

The Governing Board welcomed public comments. There were no comments from the community.

3. Action/Consent

A motion was made by Pragati Grover and seconded by Shinku Sharma to approve the Action/Consent Item.

AYES: Gipe, Ruby, Grover, Sharma
ABSENT: Chang
NOES: 0

4. Action/Discussion

4.1 Discussion and Draft of District Goals for 2007-08

The board discussed and drafted goals for the 2007-08 school year. Superintendent Weiss provided an overview, background and history. Discussion included:

- Introduction and background of focusing goal of *Three Dimensional Success: Academic Success, Balanced Curriculum and Caring Responsible Citizens*. The goal of the workshop is to provide a conceptual draft of 2007-2008 and introductory work on success indicators.
- California School Boards Association (CSBA) governance standards, an effective governance system, it is the board's responsibility to set direction, provide resources and ongoing support, monitor progress, measure results throughout the year.
- Administrative team input and recommendations for goals:

Organizational Culture

- Top priority is a culture of kindness – contagious culture of kindness
- Set up protocols, strategies of being nice to everyone, being caring, responsible member of the professional learning community (teachers, parents, students); balance of listening through point of positive closure and follow through, problem solving protocol, maintaining balance, increase board awareness of administrators' leadership and communication styles (data, amiable, expressive), build common language, consistency.

- Productive Conflict Charter: support viewpoints with data; maintain respect; be willing to compromise for the greater good; follow a protocol of listening, paraphrasing, perspective taking, examining all options; pros and cons of each, having positive closure and follow through; keep relationships intact, create safe conflict to allow for honesty

Curriculum and Instruction

- Use of data protocols, training staff, how does it improve instruction?
- Better use of SCCOE and other resources
- Expectation for perfection yesterday
- Define maintenance vs. focus, professional development, use of data and best practice
- How can goals help take things off the plate? (E.g. Writing - scaling down, enjoy collaborative processes; emulate that feeling in math and other curricular areas to make staff feel comfortable and productive.) What's the value add at SUSD? How do we enhance the learning experience?
- Add problem solving in math and cross curriculum as part of the focus goal

Communication

- Work on confidentiality and protocol procedure (technology, communication, and documents);
- Face to face communication, Superintendent, district and staff newsletters
- Increase communication, share information between special ed. and regular ed. staff
- Ongoing articulation with high school district; similar talking points, Pre-K-5, 6-8, 9-12; developmentally appropriate program for our students; communicating with parents as early as possible
- Internal/External - much information is provided through multiple means of communication – up to the individual to read it - internal is better because there is more face to face communication - biggest need is with parents and non-parent community members; can use electronic survey, video conference to provide outreach
- Encourage board members to walk through school sites to visit classrooms and staff rooms to increase awareness - opportunity for learning and communication

Finance

- Continue to align funding to block grant requirements
- Site coordination of funding sources
- Demystify site funding and connection to district office and categorical funding; link categoricals with spending plans at schools
- Finance team is very supportive and accessible
- Finish Reserve Policy this year
- Review Bond funds (Finance /Facilities)
- Long term financial plan
- SIP – heavy in personnel, shortfall in professional development for staff and instructional materials for students- demonstrate possible outcomes – more materials, release time for teachers
- Technology – need more support; large support from SUSD community and business community
- Furniture needs
- Tying dollars to learner outcomes - proactive with facilities

Human Resources

- Superintendent's newsletter, employee highlights and recognition
- Board – public recognition of excellence
- Promote and maintain a quality staff compensation, hiring

Technology

- Outsource Technology Plan
 - Highlight and recognize outcomes of student learning
 - Telephone system inservice
 - Agendize talk time at principals meetings
 - Use external resources for support (CTAP, CUE, TICAL, SCCOE)
 - Clarifying decision making process, roles, responsibilities for staff
 - Frame the “new hot thing” with learner outcomes
 - Focus on learning not hardware
 - Network support, desktop support, classroom/teacher support, educational leader for technology
 - Leverage resources from WVC
- Discussion and brainstorming for 2007-2008 board goals.

Organizational Culture

- Culture of Kindness
- Contagious culture of kindness

Curriculum and Instruction

- Develop 5 year road map for all curriculum
- Math problem solving
- Continue work with Noyce Foundation

Communication

- Face to face Communication
- Using a variety of tools to communicate
- Interpersonal community outreach
- Communicate and celebrate excellence

Finance

- Develop a long term plan for finance
- Align finances to educational goals
- Finish reserve policy

Human Resources

- Promote and maintain a quality staff
- Recruitment, retention, compensation Explore practices that will facilitate hiring staff in difficult to fill positions

Technology

- Technology Plan
- Use technology to educate students and streamline administration

Draft goals will be reviewed and considered for approval at the August 28, 2007 board meeting.

- Introduction to long range planning – 5-year strategic plan

Superintendent Weiss provided an introduction to long range planning with the development of a 5-year strategic plan in all areas of Academic Success, Balanced Curriculum and Caring Responsible Citizens. This will include a steering committee, articulation with the high school district strategic plan, studies in trends in economics, and the environment.

5. **Adjournment**

The meeting adjourned at 1:30 p.m.

Clerk of the Board