

School Board Study Session  
Agenda  
4/21/25

5:30-6:45 p.m.

Board Strategic Governance Training

- Welcome Activity
- Assessment of the Board's Work This Year
- District vs. Self Interest
- Introduction of Board 3-Year Plan
- Closing Activities

6:45-7 p.m.

Break Before Board Meeting  
(Dinner provided to eat during the meeting)



**Richfield School Board  
Professional  
Development Session:**

**April 21, 2025**

**TEAMWORKS**

EDUCATION LEADERSHIP SOLUTIONS



# Today's Agenda

**Welcome Activity**

**Assessment of the Board's Work This Year**

**District vs Self Interest**

**Introduction of Board 3-Year Plan**

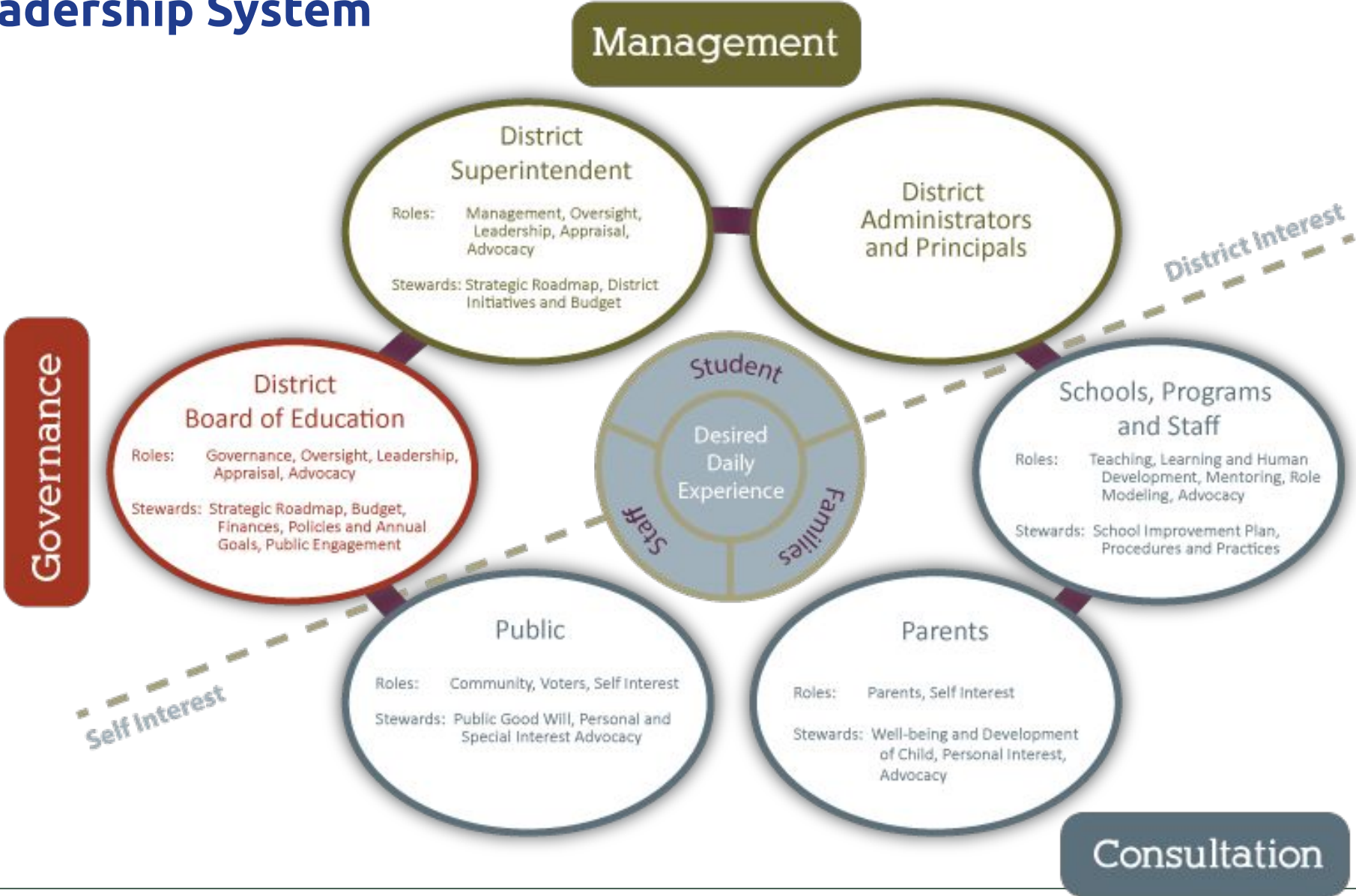
**Closing Activities**

# Welcome & Inclusion Activity: *Paper Tower Teamwork*



- In teams of 3, use the paper provided to build the tallest tower possible ... *in 5 minutes.*
- No other materials can be used.
- You each have the same amount of paper.

# Education Leadership System



# Education Leadership System

- Six groups of adults affiliated with the school district
- Operating in three different authorities – Governance, Management, Consultation/Engagement
- Two levels of interest – District, Self
- Different and specific roles, responsibilities and accountabilities
- Partnership across six groups through tools, processes, language, and images to increase trust, competences, transparency and interdependency

# Your Individual Responses to the Board's Work This School Year

*One Post-It per Idea*

**ROSE**



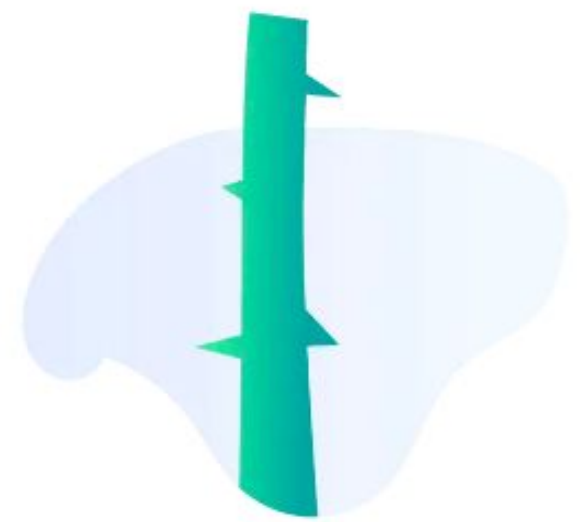
Two positive highlights of the Board's Work.

**BUD**



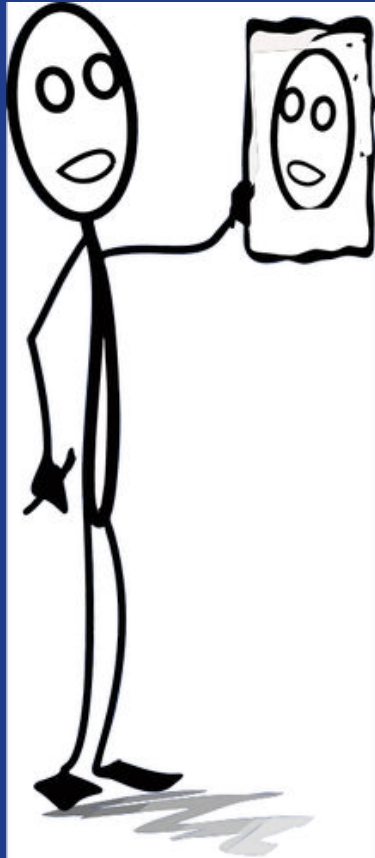
Two things you're wondering about for the future, an idea you have, or something you're looking forward to related to the Board's Work.

**THORN**



Two things that aren't going the way you hoped they would, challenges.

# District vs. Self Interest: Helpful questions to ask yourself

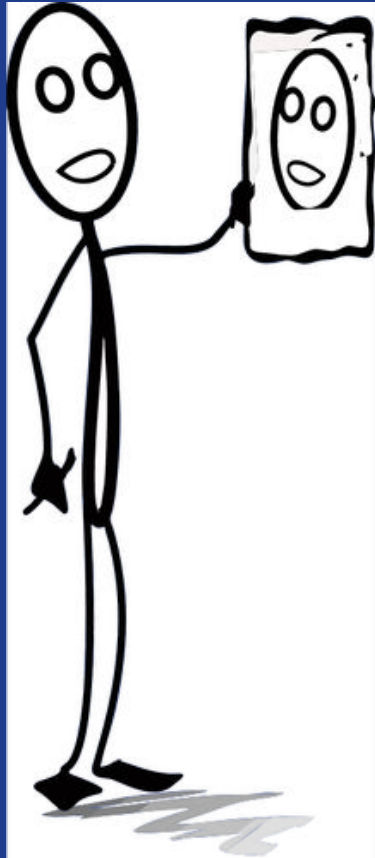


## Are my actions/questions focused on district interest or self interest?

### Types of Self Interest Questions/Comments:

- Of general curiosity rather than having a direct connection to a board action/decision in the Board role.
  - Could we receive a report about biology instruction? As a biologist I find the subject fascinating and want to know how we are teaching it.
- Making a promise to parent friend for anonymity related to a concern about their student's school experience. (It's more helpful to advise them in advance that you may not be able to do so as a board member if there is a concern that needs to be addressed and brought to the attention of the principal or executive director.)
- Pertain to personal role more than board role.
  - "No way can we cut the arts budget." (From a former choir teacher or parent arts booster, now board member.)
  - I want to decide who my nephew gets for a teacher.
  - We need to make an exception for my neighbors' children to get into the magnet school. (Not be on the waitlist.)
- Could have been answered ahead of time if they had been sent in advance of the meeting to the Superintendent or Chair rather than take up meeting time.

# District vs. Self Interest: Helpful questions to ask yourself



## Are my actions/questions focused on district interest or self interest?

### Examples of District Interest Questions/Comments:

- They address all of the district's programs, staff, students and families.
  - What is the total cost of the change orders on this project?
  - What budget adjustments can be made to continue to serve the most students?
  - What policy guides the assignment of students to elementary classrooms?
  - Our transportation policy serves our community equitably.
  - Though we cannot please everyone with our decision, we have based our decision on representative input, through careful consideration of the facts, and through the lens of our equity framework.
  - While I understand why parents are asking for details about the termination of the coach, the district cannot violate the coach's rights to confidentiality, and that includes me in my Board role.

## District vs. Self Interest



**What are some examples or challenges that push/pull board members out of governance, or into self interest?**

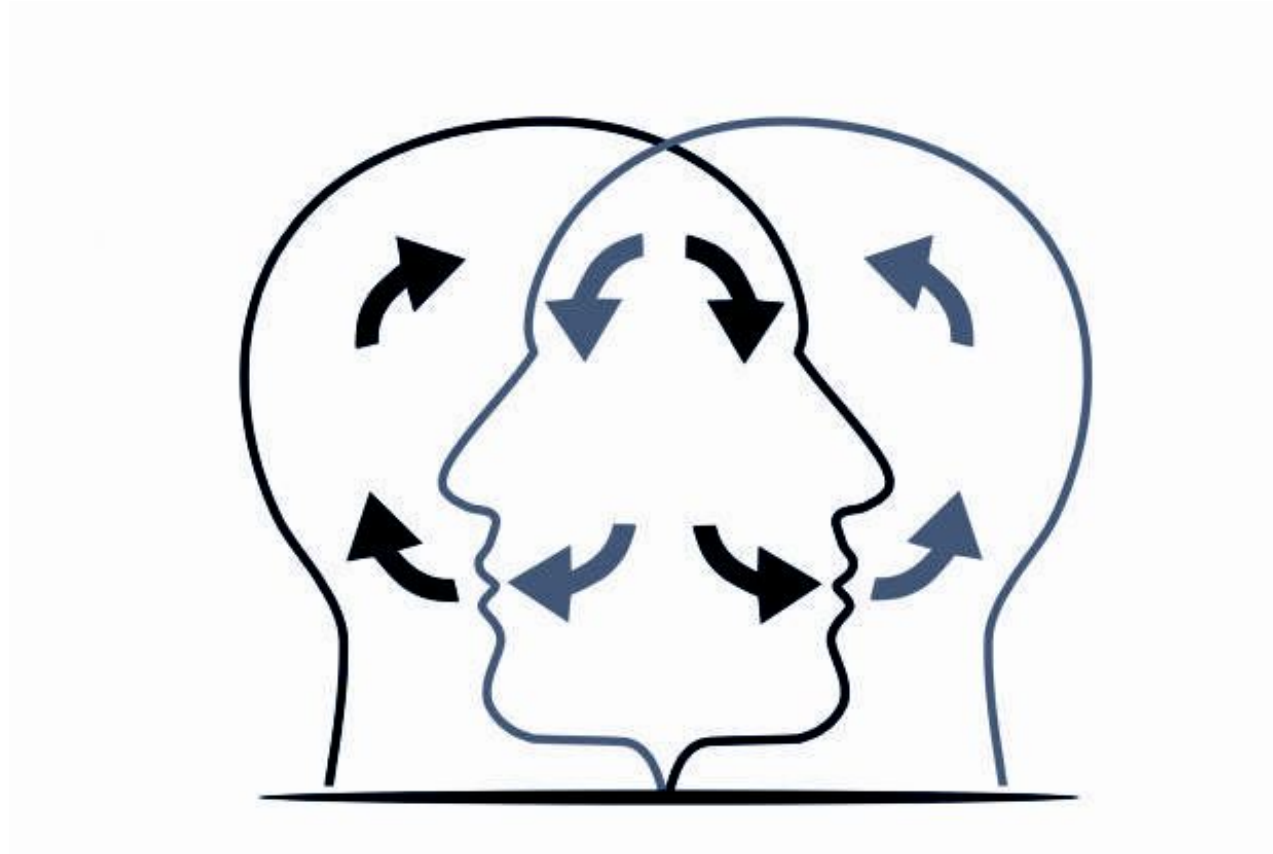
*On a large Post it Note, write an example, challenge or scenario for consideration and post it on the Wall/Flip Chart Sheet.*

## Working in two groups, identify up to 3 potential suggestions to address each scenario

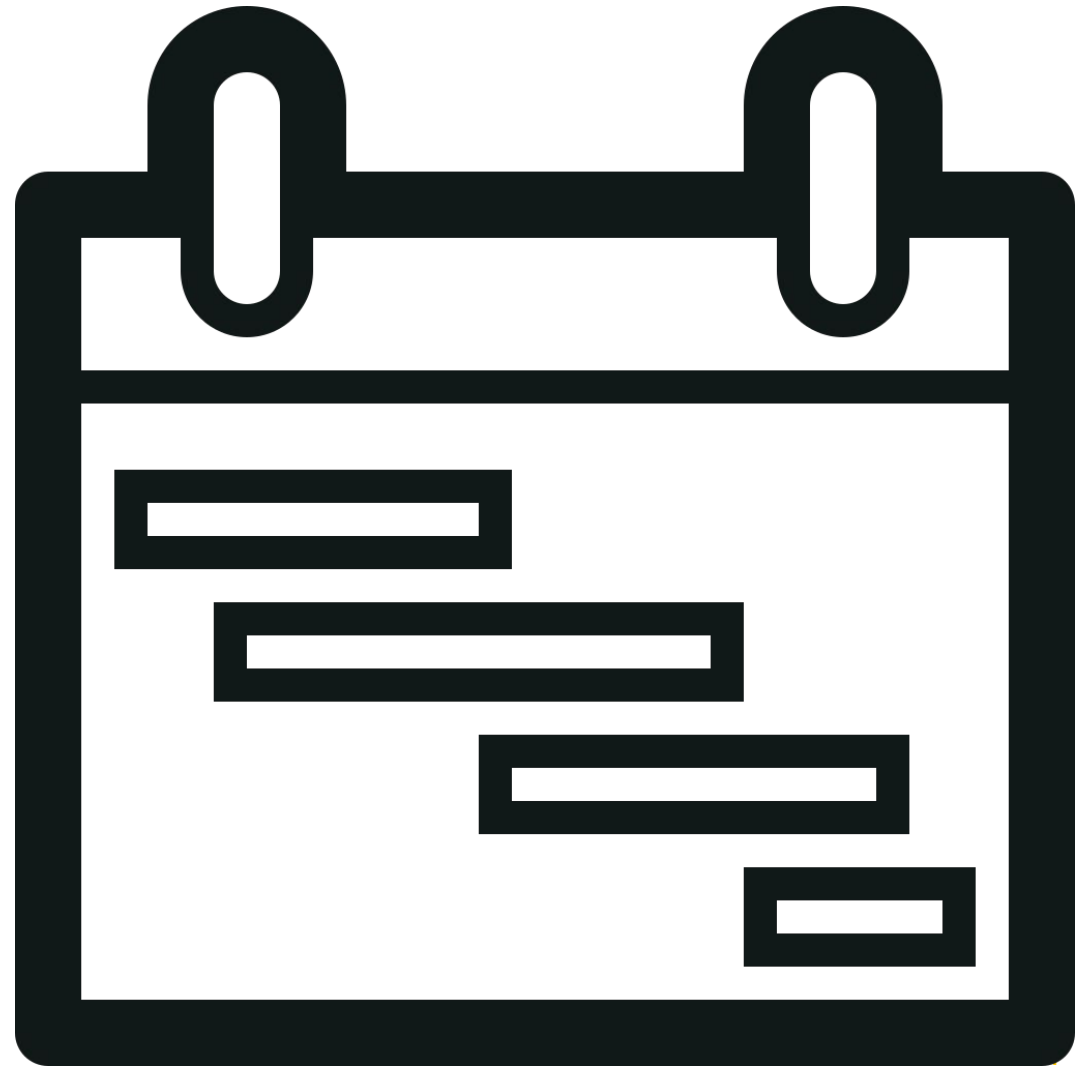
- Feel free to use your packet notes and/or Post its to propose suggestions and Chart paper to record them
- Be prepared to report out

**Group 1** - Rachel, Kirk, Tim

**Group 2** - Eric, Ken, Paula



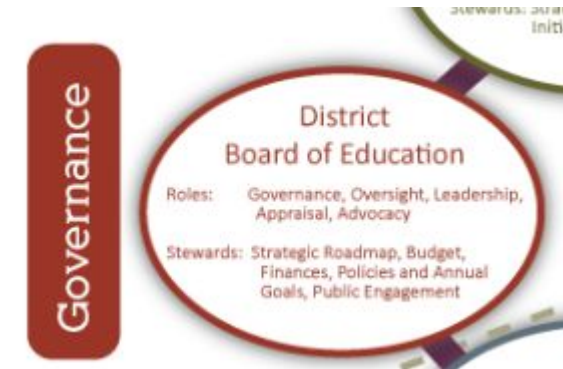
**Developing a  
Board 3-Year Work  
Plan  
(Introducing the  
Process)**



## *Authority of Governance*

# The board has five primary responsibilities:

- District policy
- Operational oversight and organizational direction
- Board Self Governance (governance policy and practices)
- Superintendent relations
- Public engagement, community relations and advocacy of public education



# The Five Board Responsibilities:

## District Governance and Policy

- Ends Policy defining what (results) is to be provided to whom (stakeholders) at what cost (budget and capital)
- Limitations Policy (unacceptable means) to attaining the results
- Monitoring Reports (data-informed analysis that describes how effectively the results have been achieved and the unacceptable means have been avoided). Monitoring Reports are tools that communicate high quality data and analysis from the administration to the board. They are based on the district's performance on VisionCards and district goals. The reports explain the performance of the district and implementation of district policy, identify emerging governance and management issues, and recommend processes/programs for refinement. Monitoring Reports are also a key element in the superintendent's annual evaluation.

## Operational Oversight

- Strategic Roadmap articulating the district's Mission (purpose), Core Values (drivers of words and actions), Vision (the desired state in the short term), Strategic Directions (focus of time and resources)
- Oversight of operational issues, challenges, and opportunities
- Partnership through board Excellence in Governance and the superintendent's Excellence in Management to address the dynamic and unpredictable realities of public education

# The Five Board Responsibilities (Cont.):

## **Self-Governance/Board Governance Policy**

- Governance policy and practices
- Structures and systems of governance, partnership, and consultation
- Board self-management and appraisal

## **Superintendent Relations**

- Superintendent relations policy and practices Partnership relationship and communications
- Recruitment, hiring, appraisal, retention, development, and discipline of the superintendent

## **Public Engagement**

- On issues of policy development
- On issues of education, public need, and critical systemic decisions
- Advocacy for public education at the local, regional, and state level

# Step 1 for Drafting the 3-Year Work Plan

## For each of the five areas:

- Individual reflection (using worksheets)



# Step 2 for Drafting the 3-Year Work Plan

For developing the five areas, you will work in **two/three** small groups to develop the proposed work plan for your assigned area of responsibility.

- What does the board need to consider, review, act on in the coming 3 years for your areas?
- Use your worksheets to individually identify possible items for each of the three years of the plan.
- Discuss in your small groups. Select a note taker/Scribe. [Add/edit your sections of the RF draft board work plan in a different color. \(Link sent from Steve/Cassandra.\)](#)
- We'll report out to the large group and then discuss as a large group for each area and year and adjust accordingly.



Group A (Policy & Advocacy) - JX

Group B (Operational Oversight) - x

Group C (Self Governance & Superintendent Relations) - x



*I Like ...*

*I Wish ...*

*I'm Going To ...*

# Contact Information

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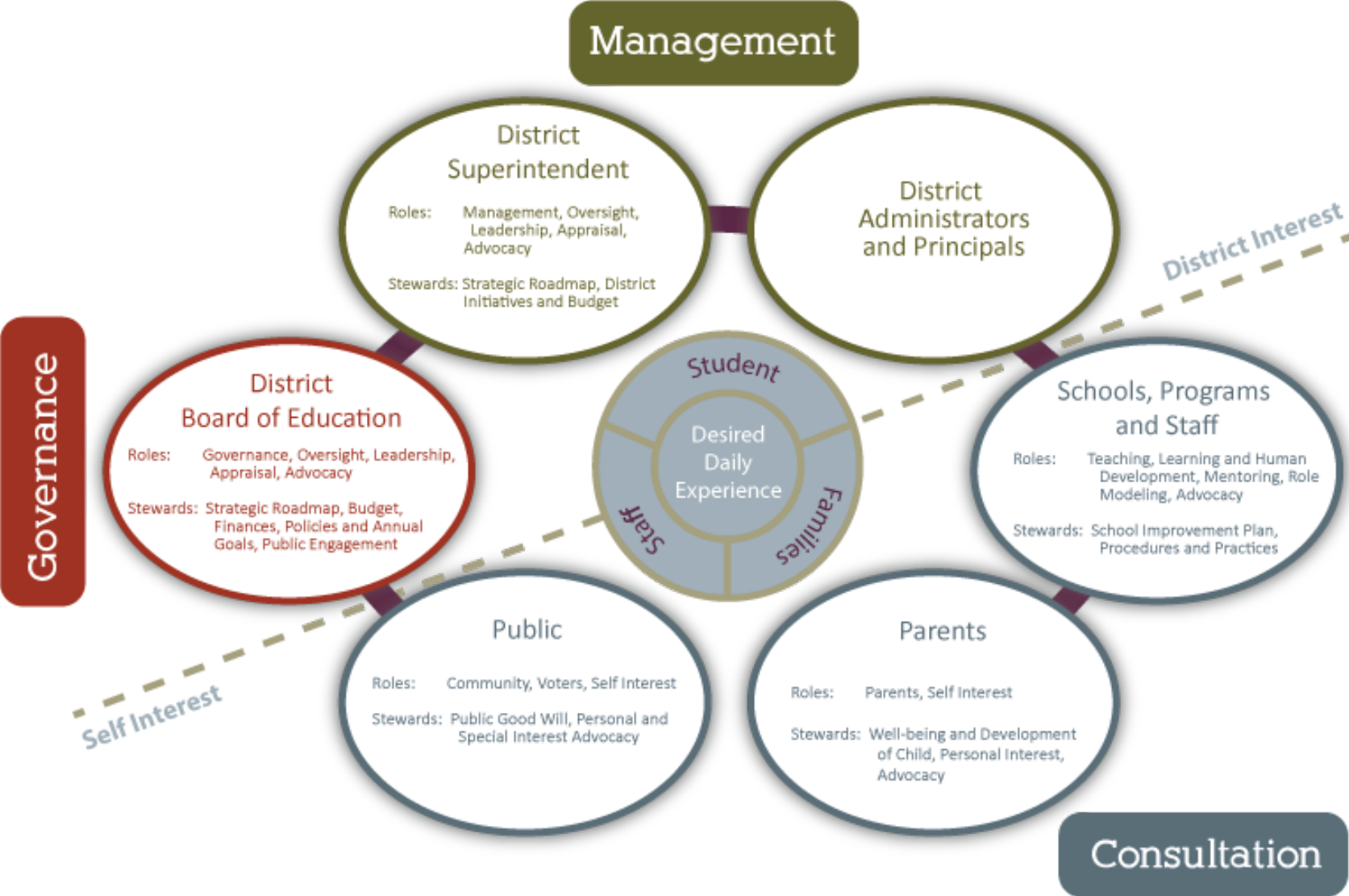
# Richfield School Board Work Session Packet

April 21, 2025

In partnership with



# Education Leadership System



**Prior to discussing the scenarios and suggestions to resolve them in your group, take a few minutes on your own to quietly jot down your own ideas.**

<b>Scenarios</b>	<b>Your Suggestions</b>

# Excellence in Governance in Public Education

The key purpose of a board is to serve as a single governing body. The role represents the public interest and provides oversight for the institution of public education.

## District Governance and Policy

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## Operational Oversight

- Strategic Roadmap articulating the district's Mission (purpose), Core Values (drivers of words and actions), Vision (the desired state in the short term), Strategic Directions (focus of time and resources)
- Oversight of operational issues, challenges, and opportunities
- Partnership through board Excellence in Governance and the superintendent's Excellence in Management to address the dynamic and unpredictable realities of public education

## Board Governance Policy

- Governance policy and practices
- Structures and systems of governance, partnership, and consultation
- Board self-management and appraisal

## Superintendent Relations

- Superintendent relations policy and practices Partnership relationship and communications
- Recruitment, hiring, appraisal, retention, development, and discipline of the superintendent

## Public Engagement

- On issues of policy development
- On issues of education, public need, and critical systemic decisions
- Advocacy for public education at the local, regional, and state level

**SAMPLE Board of Education 3-Year Work Plan**

<b>Key Roles of the Board</b>	<b>2025-26 SY Proposed</b>	<b>2026-27 Proposed</b>	<b>2027-28 Proposed</b>
<b>District Policy</b>	<ul style="list-style-type: none"> <li>● 1/3 policy manual review</li> <li>● Discipline Policy Review</li> </ul>	<ul style="list-style-type: none"> <li>● 1/3 policy manual review</li> <li>● Discipline Policy Review</li> </ul>	<ul style="list-style-type: none"> <li>● 1/3 policy manual review</li> <li>● Discipline Policy Review</li> </ul>
<b>Operational Oversight</b>	<ul style="list-style-type: none"> <li>● Annual budget</li> <li>● Review and adjust Strategic Roadmap</li> <li>● State required decisions</li> <li>● Contract negotiations (except teachers)</li> <li>● Long term facility maintenance plans</li> <li>● 5-year financial projection model</li> <li>● Board finance committee</li> <li>● World's Best Workforce report</li> </ul>	<ul style="list-style-type: none"> <li>● Annual budget</li> <li>● Review and adjust Strategic Roadmap</li> <li>● State required decisions</li> <li>● Contract negotiations (Teachers)</li> <li>● Long term facility maintenance plan</li> <li>● 5-year financial projection model</li> <li>● Board finance committee</li> <li>● World's Best Workforce report</li> </ul>	<ul style="list-style-type: none"> <li>● Annual budget</li> <li>● Review and adjust Strategic Roadmap</li> <li>● State required decisions</li> <li>● Contract negotiations</li> <li>● Long term facility maintenance plan</li> <li>● 5-year financial projection model</li> <li>● Board finance committee</li> <li>● World's Best Workforce report</li> </ul>
<b>Self-Governance</b>	<ul style="list-style-type: none"> <li>● New member orientation</li> <li>● MSBA phase training</li> <li>● MSBA Leadership Conference</li> <li>● ? Open Seats</li> <li>● New member orientation and TeamWorks review</li> <li>● Consider board structures, processes and workflow review</li> <li>● Board Retreats (dates or months)</li> <li>● Board evaluation tool development</li> </ul>	<ul style="list-style-type: none"> <li>● MSBA phase training</li> <li>● MSBA Leadership Conference</li> <li>● BoE Annual Evaluation</li> <li>● TeamWorks Annual training</li> <li>● Board candidate training</li> </ul>	<ul style="list-style-type: none"> <li>● BoE Annual Evaluation</li> <li>● MSBA Leadership Conference</li> <li>● Annual Work plan across all meetings</li> <li>● MSBA phase training</li> <li>● ? Open seats</li> <li>● TeamWorks Annual training</li> </ul>
<b>Superintendent Relations</b>	<ul style="list-style-type: none"> <li>● Annual evaluation</li> <li>● Monthly board member and superintendent meetings</li> </ul>	<ul style="list-style-type: none"> <li>● Annual evaluation</li> <li>● Superintendent Contract Negotiations</li> <li>● Monthly board member and superintendent meetings</li> </ul>	<ul style="list-style-type: none"> <li>● Annual Evaluation</li> <li>● Monthly board member and superintendent meetings</li> <li>● New contract for superintendent</li> </ul>
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**Richfield Draft Board of Education 3-Year Work Plan (Edit this version)**

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**Color Key for the 3-Year Plan:** Black = Annually recurring items    Blue = New/to be developed

**Richfield Draft Board of Education 3-Year Work Plan (Individual Notes)**

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