

ADDENDUM

GOVERNING BOARD WORKSHOP

January 11, 2017

- Notes from 11/16/2016 Governance Team Workshop
 - Draft Governance Handbook



Amador County Unified School District
Governance Team Workshop
November 16, 2016, 5:00-8:00 p.m.
County Administration Building
Session II
NOTES

1. Welcome/Overview of Workshop, Purpose and Outcomes
 - a. Board meeting norms were reviewed and reaffirmed.
 - b. Review/Update Status Listed in October 12, 2016 Notes
 - i. 5 Top Priorities: SMART goals were developed to address the 5 priorities. The goals were presented and discussed later in the session.
 - ii. Review and Status of Decision Points: Work has been completed or is significantly in progress with updates to be provided as appropriate throughout the session.
 - iii. Update from Board Governance Handbook Subcommittee: There has been substantial progress made with the subcommittee. A copy of the draft handbook was distributed and will be a topic of discussion and consideration for the January workshop.
 - c. Feedback on Clarity of Roles: to be continued to Session III in January 2017.
 - d. ACUSD Community Report Draft: This was included to provide background information regarding the framework and responsible parties for preparation of the community report.
2. Superintendent Update Report on 90-Day Entry Plan
 - a. Present SMART goals: Dr. Slavensky presented her suggested SMART goals, which were developed to address the top 5 priorities. Discussion ensued and suggestions for clarity and practicality were made. Dr. Slavensky will revise the goals for presentation to the

Board via email prior to December 1st, as per the contractual timeline and as part of the superintendent evaluation process.

- b. **Book Study: *The School Board Field Book: Leading with Vision*:**
Board members have received 2 books for future discussion. This is an important modeling opportunity for the board as book studies are being implemented in the district.
3. **Overview of Brown Act: Group Activity:** Due to time constraints, this item will be included in the January workshop session.
4. **Discussion of Annual Superintendent Evaluation Process, Timeline and Instrument**
 - a. **Thoughts on Evaluation, from *Human Resources: Maximizing School Board Leadership 1996, pg.55*:** This handout was reviewed and discussed as well as the general consensus of the purpose and value of the evaluative process as a tool for clear communication and the ability to monitor and adjust if appropriate.
 - b. **Review and Discuss: Amador CUSD Board Policy 2140: Superintendent's Evaluation:** The importance of aligning the board policy with agreed upon practice was discussed and will be achieved.
 - i. Timeline, Process, Procedures
 - ii. Who conducts the interview?
 - iii. How is feedback delivered to the superintendent?
 - iv. How might you determine satisfactory vs unsatisfactory performance? What might be some of the indicators?
 - c. **Review and Discuss: Superintendent's Evaluation 2013-14:** This tool was determined to be inadequate to offer constructive feedback and information exchange. An evaluation tool included in the workshop materials was determined to be more appropriate and would be used in the 2016-17 year. It was suggested and agreed that for the trial year it would be beneficial to have a facilitated process and an outside party synthesize board member comments while still having individual member comments heard. If the board so decides, the time frame for that would likely be May or early June 2017.
 - d. **Review and Discuss: Alignment of BP 2140 with Superintendent Contract Language for Evaluation:** There was consensus that alignment was necessary.

5. Closed Session (Government Code 54957): Superintendent Evaluation: This was deemed unnecessary due to the fact that the nature of the discussion remained about process and evaluation tools.
6. Report out of Closed Session: None held
7. Overview of Governance Team and District Leadership Branding and Marketing (Optional, if time permits or for Session III): Not presented
8. Establish Date for Session III Format and Content: January 11, 2017
 - a. 3 hours: 3:00-6:00 p.m.
 - b. Role and Responsibilities: Board and Superintendent as well as considering the Board's role as County Board and the SELPA Governance Council. It was determined to be appropriate to include Tim Zearley in the discussion.
 - c. Brown Act
 - d. CSBA Annual Conference Sharing Session
 - e. Book Studies
 - f. Governance Handbook
 - g. Develop Next Steps in Superintendent Evaluation
9. Adjournment: 8:00 p.m.