



## **MINUTES**

### **Board of Education Operations Work Group Meeting – November 14, 2016**

#### **Ed Hughes, Chair**

MEMBERS PRESENT: Mary Burke, Michael Flores, James Howard, Ed Hughes, Dean Loumos (via conference phone), TJ Mertz, Anna Moffit

MEMBERS ABSENT: None

STUDENT REP. PRESENT: Ameya Sanyal

STAFF PRESENT: Mike Barry, Jen Cheatham, Alex Fralin, Deirdre Hargrove-Kriehoff, Karen Kepler, Lisa Kvistad, Dylan Pauly, Kelly Ruppel, Rachel Strauch-Nelson, Heidi Tepp, Barbara Osborn—Recording Secretary

*Board action in italics (all materials provided via [BoardDocs](#))*

#### **1. Call to Order**

**Action:** *Chairperson Ed Hughes called the meeting to order at 5:02 p.m.*

#### **2. Public Appearances** (Registration slips are attached to the meeting in BoardDocs.)

There were no public appearances or written registrations.

#### **3. Approval of Minutes**

**Action:** *It was moved by Ed Hughes and seconded by Michael Flores to approve the minutes from the Operations Work Group meeting dated October 17, 2016. Student advisory vote was aye. Motion unanimously carried.*

#### **4. 2017/18 Budget**

**Discussion Item:** (Documents within BoardDocs: PowerPoint presentation)

Staff: Mike Barry, Assistant Superintendent—Business Services; Lisa Kvistad, Assistant Superintendent—Teaching and Learning

##### Staff Overview:

- Superintendent Remarks:
  - Early kick-off to increase transparency and develop a stronger budget.
  - Expressed appreciation for passage of November 2016 referendum.
- Master Budget Calendar:
  - Pre-decision work still in development on Priority Actions.
  - Cost data will come in future meetings.
  - TID Promissory Note folded into the budget.
  - Benefits strategy included in presentation.
  - Primary grade class sizes.

##### Board Member Topics--Questions/Comments:

- Priority Actions:
  - Projected funding sources for Priority Actions.
    - End-of-grant cycle for Forward Madison and Community Schools.
    - **Follow-up item--more detail on Title II uses.**
  - Priority Area 1--Coherent Instruction:
    - English Language Learner (ELL)—responding to schools for more Central Office support.
    - Intentional focus on secondary schools:
      - Question regarding position placement for Pathways.
      - **Follow-up item: anticipated budget expenditures in this area (AVID, equity around access, advanced coursework, etc.**

- Special Education Plan:
    - Question regarding TID 25 funding for key studies over the next year.
  - Early Childhood:
    - Broaden vision for birth to age five children. Question regarding district's responsibility to children who are younger than age four.
    - Creating more strategic partnerships.
    - Question regarding family/community engagement in this area.
    - Concern expressed about "mission creep."
  - Maximizing Summer School Experience:
    - **Follow-up item: teacher v. administrator investment.**
    - Thinking about how to do it better, including facilities, pay, multiple layers. Top of the list is recruiting more MMSD teachers.
    - **Follow-up item: address physical climate within the sites.**
  - Behavior Education Plan (BEP):
    - Expanding professional development around restorative practices.
    - **Consider using UMOJA work expansion.**
- Priority Area 2—Personalized Pathways:
  - Full presentation coming in December.
- Priority Area 3—Family, Youth, and Community Engagement:
  - **Follow-up item: requested more budget detail about what is Fund 80 v. Fund 10 (Fund 80 no longer capped).**
  - **Follow-up item: requested update on lead partners and expansion plans around community schools.**
  - Madison Parent-Teacher Teams (MPTT) pilot in development.
- Priority Area 4—Thriving Workforce:
  - **Follow-up item: strategy for recruiter position.** Feedback around past efforts in this area.
  - **Consider using MSCR more and helping them to address work streams, volunteer availability and pay for volunteers.**
- Priority Area 5—Accountability and School Support Systems:
  - **Follow-up: Asset Management—good use of TID 25 as a one-time expense.**
  - Staff level work around talking to other districts about boundaries.
  - County Regional Planning Commission is doing visioning process right now. Might want to give some input to them.
- Next step will be to put more detail on the proposals and tiers of priorities and packages.
- Board responses as to highest budget priorities:
  - Would like to hear what administrations' highest priorities and details about budgetary impact both new money and re-allocations.
  - Thriving Workforce—general issues around retention and morale.
  - Class size—high school and grades 3, 4, 5 creeping up. Class size—data request was submitted—trying to keep it down.
  - Support for Mission 4.0 and other related grass roots efforts around tutoring/mentoring.
  - Idea of taking most intensive-needs K-5 schools and providing even more resources at grade two for example and trying it for 1-2 years.
  - Family engagement—back to basics approach connecting families with teachers and school.
  - More about getting community members coming together like Circle of Support at Thoreau.
  - Would like to know more about what is going on with the Transition Education Program (TEP).
  - Still some concerns around caseloads for cross-categorical teachers; knowing what they are and the associated expectations.
  - Community Engagement—re-think outreach across the board.
  - MSCR and MOST programs—would like to do more here and with athletics to increase involvement here and in extra-curricular activities in general.
  - Incrementalism—need more in terms of day-to-day support in the classroom. Think about the Compensation Study and career pathway that keeps people in the classroom but continues to develop knowledge and skills and mentoring with other teachers.

- Family Engagement—how to get parents to come in and talk about their children. Would like to see home visits.
- Family involvement is crucial. Great to have students come to parent-teacher conferences. Would like similar initiatives. Personalized Pathways still important. Some communications issues arising. Need better learning facilities.
- Administrative positions in athletics, Advanced Learning, charter schools and innovation.

**Follow up (see items in bold).**

## 5. Employee Handbook Update

**Discussion Item:** Proposed action item for November 28, 2016 Regular Board meeting

(Documents within BoardDocs: background/recommendation memorandum)

Staff: Deirdre Hargrove-Krieghoff, Executive Director--Human Resources; Heidi Tepp—Director—Labor Relations

### Staff Overview:

- Reviewed Handbook review process.
- Seeking approval of the revisions at the Regular meeting.

### Board Member Topics--Questions/Comments:

- Suggested board consideration for a mechanism to allow board members to put a topic on an agenda for the Review Committee outside of the superintendent and the committee members:
  - Administration clarified that the board could elect to waive the current review process or amend the process the same as for any other administrative guideline.
  - A board member was asking for consideration to be able to direct the committee to make a recommendation in an area; not to have the board discuss the item itself.
  - There was some discussion about how a waiver could be done, how the current process allows for public vetting, restricting the superintendent's recommendations to only items that have been taken up by the Review Committee.
  - **Asked that language for a waiver also be included on the Regular meeting agenda for November 28 in time enough for the Review Committee to take action on such a waiver in time to impact their agenda for the following round of discussions.**
    - Good to raise the issue but not sure about the timing.
    - Asked that the Review Committee consider reconvening prior to the Regular meeting on November 28.
- Educator Effectiveness Assessments:
  - There was some discussion about the use of the three-year assessment tool more frequently:
    - New Educator Effectiveness requirements have changed assessments are more time-consuming.
    - Current Handbook language (and past Collective Bargaining Agreements) says supervisors can require it more often.
    - How to handle a situation where a teacher is being asked to do full summative assessment more often and whether or not to limit that ability on the part of the principals.
    - Administration will take into consideration. There were concerns expressed around constraining principals' ability to evaluate teachers.
    - Changing the procedure for many v. a few people.
  - Answered questions around the Review Committee composition and how the members are determined, as well as membership on subcommittees.
  - **Administration was asked to submit two motions on the Regular agenda; one to approve the revisions and another to have the district team review the process for how items are considered by the Review Committee.**

**Follow up (see items in bold).**

## 6. Board Policies 9000A and 9000B—Employee and Board of Education Codes of Conduct and 1540—School Board Ethics

**Discussion Item:** (Documents within BoardDocs: Background memo, Board Policies 1540, 9000A, and 9000B)

Staff: Dylan Pauly, Legal Counsel

### Staff Overview:

- Seeking to consolidate three policies.

### Board Member Topics--Questions/Comments:

- History of board subcommittee work on 1540:
  - Could consider eliminating #15.
  - Could consider an enforcement mechanism.
  - Could consider a policy that provides more specifics without creating room for misinterpretation.
  - Use of “should” v. “must” as legality.
  - Creating a general statement about “operating in the best interest of our students.”
- Agreed on the need for consolidation; no need for re-stating state statutes.
- Conflicts of Interest and perception of conflicts of interest:
  - Difficulties with creating a standard.
  - Whether or not to address conflicts of interest more directly, particularly with regard to professional relationships with the district as a board member.
  - How to define a relationship with employees as a board member on behalf of students.
- Social media issues:
  - Addressing whether or not using social media outlets violates open meetings laws.
- Seeking a definition around board members’ roles as parents, coaches, etc.
- Endorsement of board candidates:
  - Research legality of creating a policy that says a board member cannot endorse a candidate for school board.
- Researching other school board policies to compare.
- Use of “bright line rules” around receiving compensation or taking a position too adverse to the district’s mission, working in an employment capacity,
- How to build in consequences.
- Inclusion of aspirational statements.
- **Follow-up: better definition of roles and responsibilities of the board and consolidate the three current policies.**

Follow up (see items in bold).

## 7. Adjournment

**Action:** *It was moved by TJ Mertz and seconded by Ed Hughes to adjourn the meeting at 7:35 p.m. Student advisory vote was aye. Motion unanimously carried.*

bjo