POLICY GOVERNANCE COMMITTEE MINUTES

Date: May 23, 2019

Place: Board Room, Havemeyer Building

Present: Dr. Gaetane Francis
Ms. Barbara O’Neill

Ms. Kathleen Stowe

Mr. Ralph Mayo, Interim Superintendent

Ms. Lorianne O’Donnell, Chief Operating Officer

Ms. Kim Eves, Director of Communications

The meeting convened at 12:50 P.M.

1. Action Items
2. Approve agenda

Motion: Ms. Barbara O’Neill moved to approve the agenda. The Motion was seconded by Ms. Kathleen Stowe.

Vote: 3 for, none opposed.

B. Approve minutes

Motion: Dr. Gaetane Francis moved to approve the 4/11/19 minutes. The Motion was seconded by Ms Kathleen Stowe.

Vote: 2 for, none opposed, Ms. O’Neill abstained.

1. Discussion Items
2. Budget Procedures reviewed with Ms O’Donnell
3. Discussed reports required by state and policy in a given year
	1. Dr Francis: neither the SDE nor CABE seem to have a list of “required” reports.
4. Reviewed proposed agenda plan for 2019-2020 and style of meetings (e.g., retreats)
	1. Schedule/Reports (attached), Draft Agenda Plan (attached).
	2. Proposed three meetings for achievement data review:
		1. October - available data: SBA, STAR, NGSS, PSAT, SAT, AP
			1. Consider additional Retreat - Saturday October 5 offsite
			2. Might include yearly goals, SIP, supplemental programs
		2. March - available data: STAR, NGAI, LAS Links
			1. Consider swapping so March 5 is retreat and January is PD.
			2. Follow up on goals from October meeting
		3. June 4 - available data: spring STAR
			1. Use June 4 retreat, likely able to add another item to agenda.
	3. Board Goals - consider as agenda item at 4 times:
		1. September 5 - review action plans for year
		2. January 16 - progress update
		3. May 7 with self evaluation meeting
			1. progress on goals
			2. discussion of ‘20-’21 goals
		4. June 18 vote on ‘20-’21 goals
	4. September 5 Retreat to focus on curriculum and Board goal action plans
		1. Curriculum Management Plan/Review Cycle
		2. Summer Institute work overview
		3. Assessment report schedule
		4. Student Profile/ECRISS
		5. DIscussion of Board goals and specific action plans for ‘19-’20
	5. Update on UCONN/SpEd Review added to September 19th meeting agenda
	6. Brief discussion of additional reports to consider for the year:
		1. Athletics
		2. Middle School
		3. Others - Board to consider (see attached list of Reports/Timing)
		4. Consider reports to be removed, rescheduled or given in written format
		5. Consider moving 1 biennial or triennial program to ‘19-’20 to balance
	7. Brief discussion of topics for monthly Strategic Plan updates
		1. e.g. Personalized learning/Math at personal pace
		2. other topics Board would like considered?
	8. Brief discussion of topics for professional development
	9. Discussion on strategies for Board efficiency and addressing new topics during the year. Give strong consideration to having working groups assigned tasks by the Board to return with updates and recommendations for action by the Board. For new topics:
		1. Assign to an existing Board or staff committee
		2. Create a new Board Ad Hoc committee
		3. Superintendent creates a committee or work group (possible Board liaison)

 Consider adding Master Facility Plan oversight to Budget Committee.

* 1. Brief discussion on need for agenda time to work on evaluation of current strategic plan and development of next phase of strategic plan. Option of using one PD to study current plan mentioned. Plan for meeting with incoming Superintendent in June or early July.
	2. Reviewed Board comments on 1st read policies: 3434, 3511, 3514, 3515
		1. Modifications made to policies, 3514 to return on 6/6 to PGC for further discussion.
	3. Discussed workplan
1. Adjournment

Motion: Dr. Francis moved to adjourn the meeting. The Motion was seconded by Ms. Kathleen Stowe.

Vote: 3 for, none opposed.

Adjourned at 2:45 P.M.

Respectfully submitted,
Gaetane Francis

Approved 6/6/19, 3-0