

MINUTES OF BOARD OF SCHOOL TRUSTEES WORK SESSION
FEBRUARY 4, 2019

The Board of School Trustees met in a work session on Monday, February 4, 2019, at the Education Support Center. The following members were present: Mrs. Elizabeth Galligan, President; Mrs. Jenny Higbie, Vice-President; Mrs. Elaine Murphy, Secretary; Mr. Joseph Brown, Member; Mrs. Donna Corbett, Member; Mrs. Rebecca Gardenour, Member; and Mrs. Lee Ann Wiseheart, Member. Also present were the following administrators: Dr. Brad Snyder, Superintendent; and Mr. Bill Briscoe, Assistant to the Superintendent for Administration and Operations.

A. CALL TO ORDER:

Mrs. Galligan called the work session to order at 5:30 p.m.

B. RECITE PLEDGE OF ALLEGIANCE:

Mrs. Galligan asked everyone to join in reciting the Pledge of Allegiance.

C. INFORMATION AND DISCUSSION ITEMS

Review ISBA Strategic Planning Services;

Mr. Michael Adamson with the Indiana School Boards Association shared the following in regard to Strategic Planning:

- It is a plan for the future; a look down the road. It is not the current day-to-day operations. Most are three-year plans which include:
 - **Value and Belief Statements**
 - Reflect the core elements of the organization
 - List what's most important; what's not compromised
 - Not everything should be listed; especially if it might be given up
 - **Mission Statement**
 - Short, concise statement of purpose
 - Answers *why* of an organization; "why you are"
 - **Vision Statement**
 - Expression of the desirable, future state; it is not what is, but what can be
 - **Goal Setting**
 - Complement the foundational statements and reflect those activities that enable the district, in full or in part, to reach "the desirable, future state" it has identified in its vision
 - 3-5 working goals are best
 - **The Team**
 - Superintendent
 - School Board
 - Administrative Team
 - Four sessions of approximately 3 hours each
 - The team concludes its activity with the development of 3-5 working goals
 - The job of the Board concludes with this activity. The development of action items to fulfill the goals is the responsibility of the Superintendent and Administrative Team.

Board members were given the opportunity to ask questions.

Mrs. Wiseheart asked the process used to get to 3-5 goals. Mr. Adamson said the team must understand what it is we want to accomplish and it is important to reach consensus on what is important for right now. It is a give-and-take process.

Mrs. Gardenour asked how administrators will report back to Board on goals. Mr. Adamson said they can conduct yearly reviews in which they review the action plans, see if there were obstacles, what objectives were used, are revisions needed, etc.

Mrs. Galligan asked Mr. Adamson to describe the "big book" strategic planning process. He said this is a process in which you have a committee of school personnel, Board members, parents, and community members. You have several meetings, conduct surveys, and develop a book identifying your plan. This is typically a year long process.

Mrs. Wiseheart asked if the plan he discussed and is recommending tonight is a three year plan. He said yes, they typically are, but it depends on the goals. And, they need to be reviewed periodically.

Mrs. Corbett asked if you could bring community members on the team he described tonight without doing the surveys and the “big book” process. Mr. Adamson said it is difficult to manage when you involve community because, with a large community like ours, how do you decide who is going to be on committee and who you going to leave off. The community elected the Board members on their behalf and they represent the community.

Mrs. Wiseheart asked if the Board chooses to go this route, would Mr. Adamson facilitate the sessions. Mr. Adamson said yes he would facilitate the four sessions. He recommends having the sessions two weeks apart so you don't lose momentum. Once the goals are identified, the Board should then give Administrative Team a reasonable timeframe to develop the action items.

Dr. Snyder and Board members thanked Mr. Adamson for his time and will communicate back with him once Board makes a decision.

With no further business to be brought before the Board, the work session was adjourned at 6:20 p.m.

Respectfully submitted,

Pam Schindler, Recording Secretary