

# **CCS Board of Education**

## **Workshop Meeting Minutes**

January 13th, 2018

8:30 am

Committee members: Present – Kelly Schmidt; Shirley Harris; Kevin Ward;  
Dale Wingerd; Chad Erickson; Monica VanTuyle  
Absent – Steve Clegg

8:35 Pledge of Allegiance

- Board Goals – Review 2018
  - Discussion of possibly becoming a Certified Board
    - It was asked that the Finance Committee determine available funds, from current budget and what might possibly be asked for in next year's budget, for course work and conferences
  - Discussed this years MASB Conference, being held in November 2018, in Grand Rapids
    - Many Board Members expressed interest in attending
  - Discussed that, as with every year, the Board Evaluation will need to be completed by October
  - Discussed a rotating review of Strategic Plan Committees
- Board Book format
  - Kelly developed a template, for each month's board meeting
    - These will be shared with Karen & Jim
    - Kelly will request Karen to document procedures for particular items (ie. Certificates; Awards; Presentations; etc.)
  - Discussed if policy update details could be sent in separate email from Board Book?
  - Discussed if Policy Committee could review "Clinton's" policies annually
  - Discussed if Policy Committee could review all other policies/bylaws on a schedule of 2 per month
- Committee Structure
  - Everyone is acceptable with current structure
    - Policies
      - Shirley (Chair); Dale; Monica
    - Finance
      - Steve (Chair); Chad; Kevin
    - Ad Hoc – Superintendent Evaluation
      - Shirley (Chair); Chad; Steve'
      - Discussed that it was mentioned in December's Board Meeting to move this Committee to permanent structure, therefore we will request this change at January's Board Meeting
    - Ad Hoc – Townhall
      - Steve (Chair); Chad; Dale
- Board Calendar
  - Discussed that Calendar is currently up to date
  - No one had anything new to add

- Board Operating Procedures
  - Shirley will review current procedures and make recommendations, to the board, before the next board workshop
  - Discussed that Code of Conduct is the same as, our current, Code of Ethical Relationships
  
- Strategic Planning
  - Kelly discussed that she and Jim had met and discussed the need to update what the BOE wants, in regards to Strategic Planning communication and changes
  - Discussed that we would like all committees to document and present, in August each year, what their plan will be for that current school year
  - Discussed that we would like all committees to document and present, in June each year, their results/progress
  - Discussed that BOE would like to see more defined, and prioritized, lists that could help us in planning and decision making
    - Example – Facilities could provide a list of Urgent Needs; Safety Needs; Staffing Needs; Future Wants; etc., documented with detailed possible ways to obtain these items in a prioritized timeline
  - Discussed that we need to remain ADA Compliant
  - Discussed County Marketing
    - Discussed that BOE would like our student, and district, accomplishments be submitted to the Daily Telegram, and other news media in Lenawee County (ie. Radio[WLEN] and Digital News)
    - Discussed the importance of keeping public awareness, to constantly compete with neighboring districts
    - Discussed that we cannot let our guard down, in this regard, even if we gain many school of choice students, as things can turn quickly
  
- Succession Planning
  - Shirley to present at next board workshop
  
- Other
  - Scheduled next Board Workshop for February 10<sup>th</sup>, at 8:30am
  - Suggested everyone print and review current Board Operating Procedures, before next workshop
  - Any other ideas for next Board Workshop, please submit to Kelly Schmidt

10:30am Adjourned