



CASB | December 11, 2025

# Setting Meaningful and Impactful Board Agendas

Through Strategic Board Prioritization Processes

# Introductions



**Rob Anderson**  
Superintendent



**Nicole Rajpal**  
Board President



**Alex Medler**  
Board Vice President



**Jorge Chávez**  
Board Member



**Lalenia Quinlan Aweida**  
Board Member



**Jason Unger**  
Board Treasurer

# Opening Questions



How do you determine what you will discuss and place on the agenda for each meeting?



Who is involved in determining what you will discuss and place on the agenda for each meeting?



How do you balance prioritizing topics related to your district Strategic Plan with emerging issues within your community?

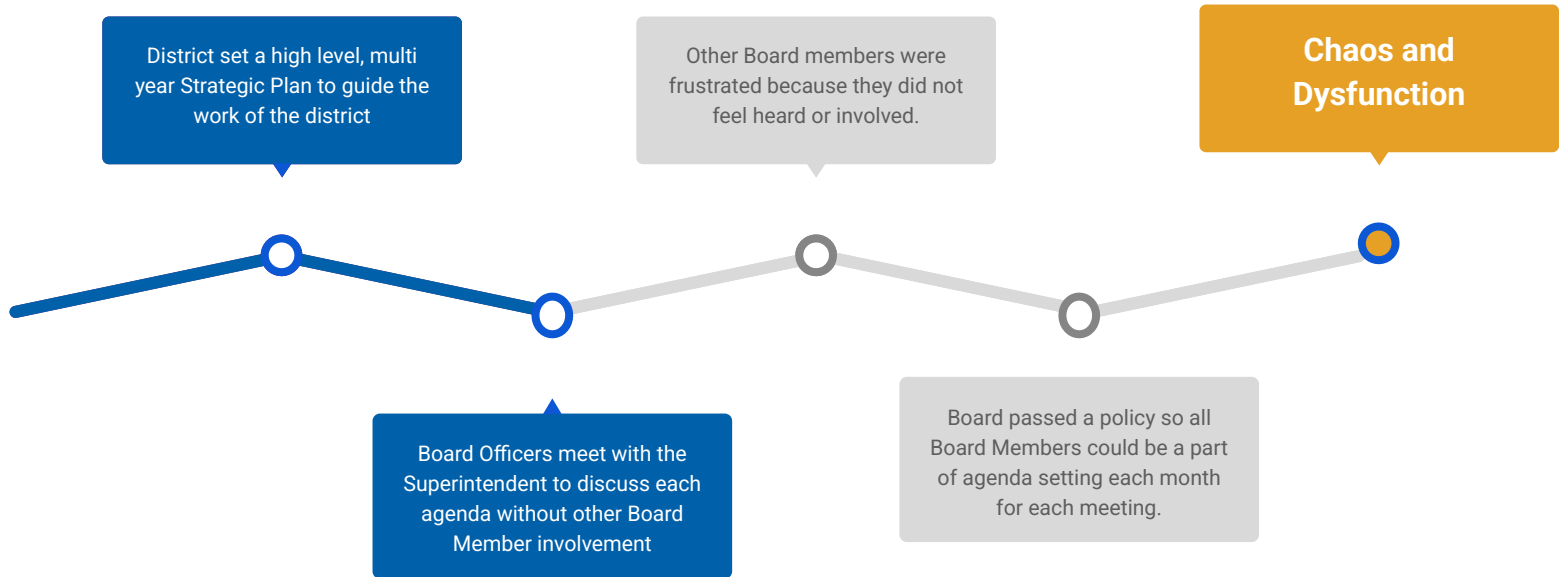


# Today we will...

- Create space for all Board members to be heard when proposing items for board agendas
- Use a prioritization process to allow for productive discussion and debate to decide what the work of the district will include each semester
- Develop a schedule and rhythm for your board, district staff and community so everyone knows what topics will be covered well in advance
- Maintain your focus as a governance team while honoring emerging community issues

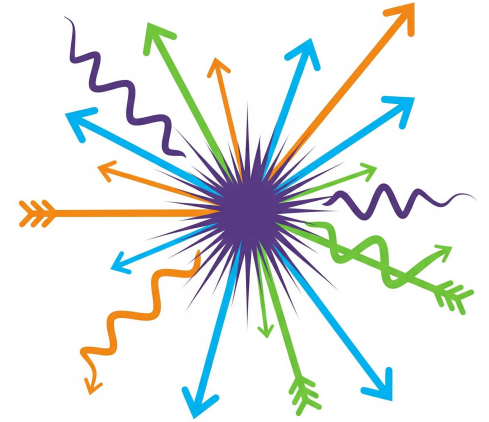


# How we *used to* set agendas in BVSD

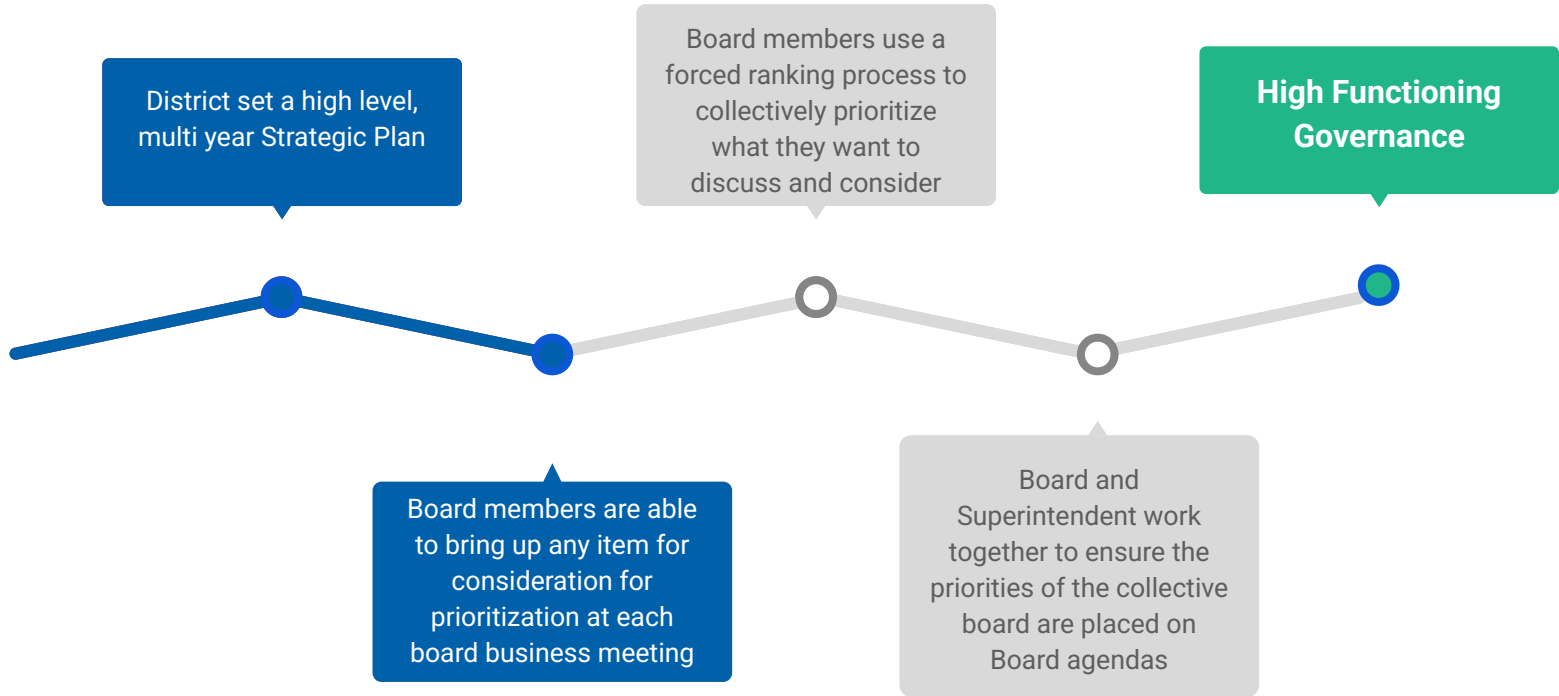


# Issues with the process

- Too much time spent on what to discuss and less time to focus on what is important
- Created unnecessary power struggles between board members and Superintendent
- Senior staff did not have enough lead time to properly prepare and present important topics - lack of direction
- Board members who felt excluded used every opportunity to advocate for their topics they felt were being ignored

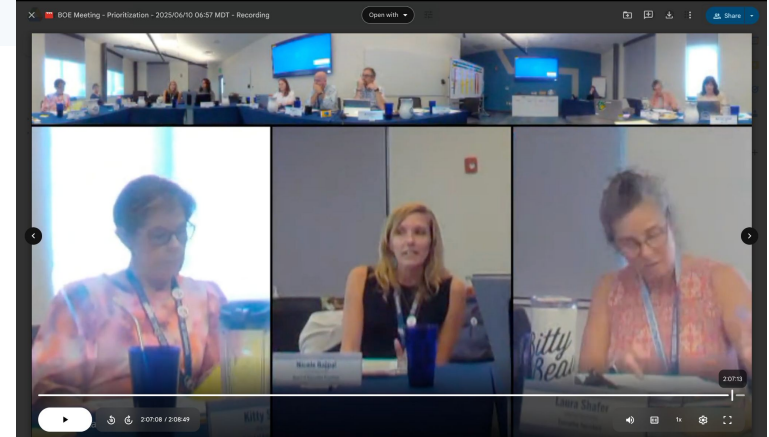


# How we *now* Prioritize and Set agendas in BVSD



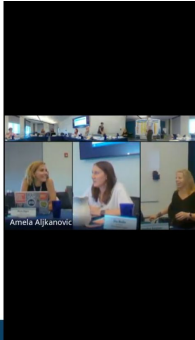
# Benefits with this process

- All board members feel included and heard
- Allows the district to maintain focus on the district Strategic Plan/Priorities and also respond to emerging topics in the community
- Senior staff can better manage their time and be well prepared to present topics at board meetings
- This process creates the focus and clarity for the board to govern well and for the Superintendent to lead



## Prioritization Items

Previously Prioritized	Required by current Board Policy	New Prioritization Topics
Strategic Plan Extended Work Sessions	CBOC Update	Kindergarten Readiness from UPK to K
School Visits	Enrollment Update	Acceleration Update
Attendance Boundaries	Budget Process and Annual Audit	Impacts of a change to Free Meals for All
Declining Enrollment - Additional Options	DAC Planning Session	Policy IKB - Homework Policy
Legislative Priorities/Legislative Platform	LRAC Update	Policy IGA/IGA-R Instructional Program



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Outcomes of a successful Board Prioritization meeting:

Discussion

Partnership

Clarity

Debate

Compromise

Agreement

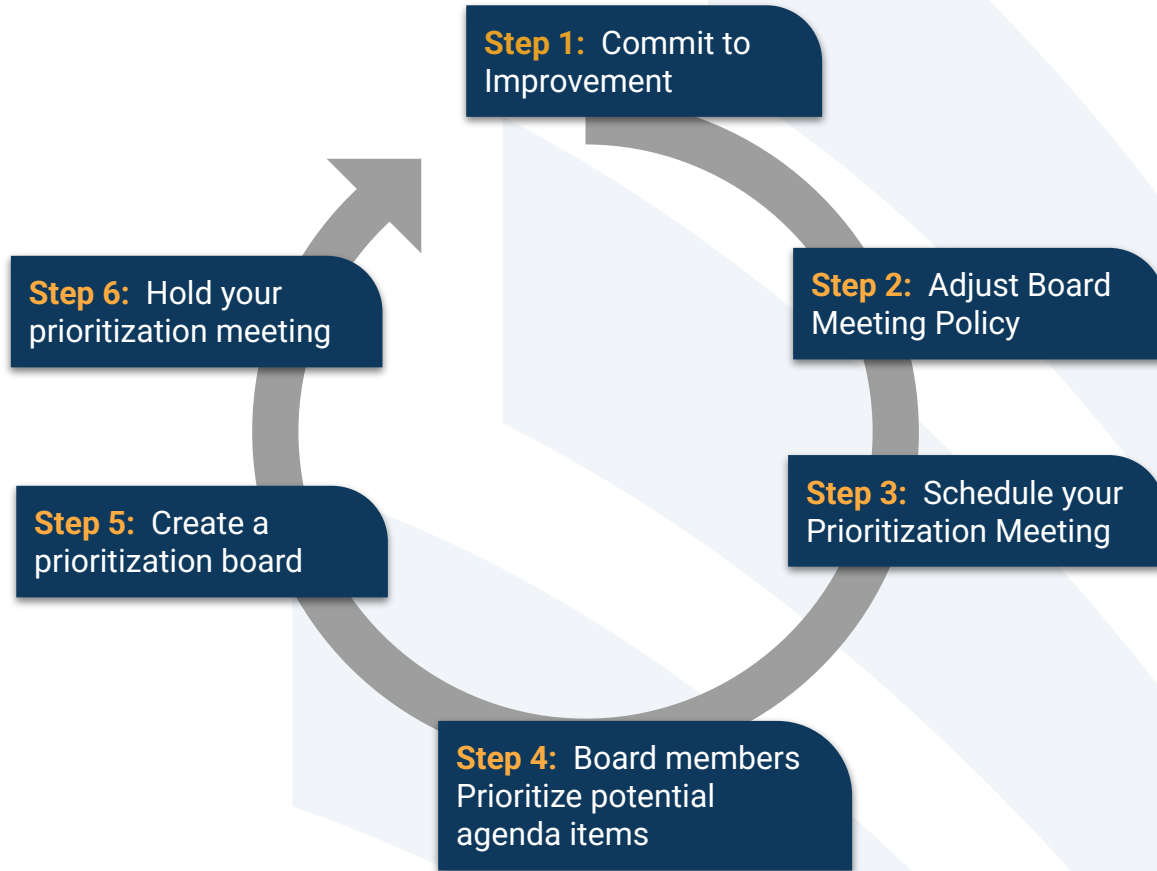




**What from this resonates with your  
experience as a School Board member?**

A stylized sunburst logo composed of a central dark blue circle at the top, with several curved, overlapping bands radiating downwards. The bands alternate between dark blue and light grey, creating a fan-like effect that tapers towards the bottom.

**Implement Board prioritization  
in six steps**



# Step 1: Commit to improvement as a Governance team

- Embrace the First Team concept
- Adjust board policy/board norms to reflect your desire to improve the process
- Create a collective commitment to follow the process that you will develop and implement



## Step 2: Adjust Your School Board Meeting Policy

- Adjust your School Board Meeting policy to include a standing agenda item within your order of business at the end of your regular meetings titled **Future Agenda Request**
- This agenda item is the time for Board members to share suggested future agenda items, **not for discussion or debate.**

These items are then recorded by the Board secretary in a document that is shared with the Board and Superintendent and updated after each meeting

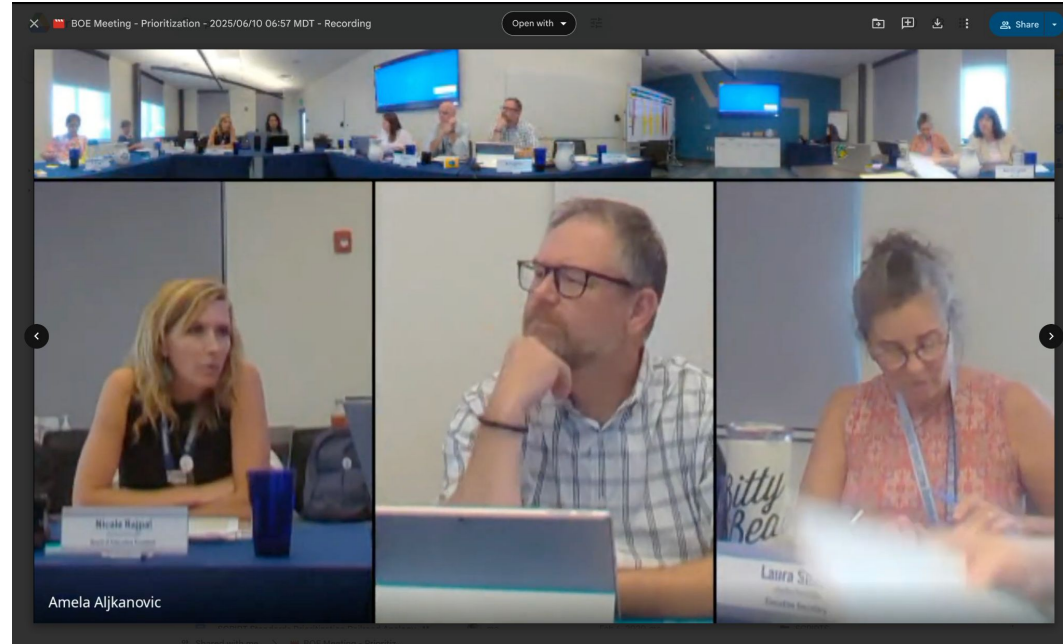
The order of business at regular meetings shall be as follows:

1. Call to order
2. Roll call
3. Announcement of Board procedures
4. Approval of agenda
5. Superintendent's report
6. Public hearing and/or public participation
7. Committee reports (if needed)
8. Board communication
9. Information
10. Action items – consent grouping
11. Action items
12. Study items
- 13. Future agenda request**
14. Adjournment



## Step 3: Schedule your Prioritization Meetings

- Schedule a work session towards the end of each semester (Dec and June)
- The topic will be Board Prioritization
- Confer with your Superintendent who will facilitate the meeting. We suggest having someone you know/trust serve as meeting facilitator so the Superintendent and Board President can fully participate



## Step 4: Prioritize your future agenda items

- A month before your prioritization meeting, have your Superintendent (or Facilitator) send out a survey
- In [Survey Monkey](#), place all future agenda requests into a Ranking question so all Board Members independently rank each future request in order of importance

The screenshot shows the SurveyMonkey editor for a ranking question. At the top, there are tabs for 'Edit', 'Options', and 'Copy'. Below the tabs is a rich text editor with a toolbar containing icons for bold, italic, link, text color, background color, bulleted list, numbered list, and indent. The main question text area contains 'Enter your question' and a dropdown menu set to 'Ranking'. Below the question text are three input fields for 'Enter a row label', each with a plus sign and a trash icon to its right. There is a 'Bulk answers' section with a plus icon and a question mark. Below that is a yellow banner with the option 'Use previous answer choices (carry forward responses)' and a plus icon. At the bottom, there is an option 'Add a N/A column.' with a plus icon. At the very bottom, there are three buttons: 'Next question' (green with a plus icon), 'Cancel', and 'Save' (green).



## Step 4: Prioritize your future agenda items

- Once you have your prioritized list, you can begin to identify the topics that you will consider adding to agendas for the next semester
- The Superintendent will also collect any items that need to be on agendas per board policy or to update the board/community on important district work.

Q2 Please put the following topics in order of priority to you. #1 will be your highest priority. (Numbers will pop up as soon as you click on something.) You can click the arrows to move items up or down in the list, or you can drag and drop them in order.



# Setting Meaningful and Impactful Board Agendas

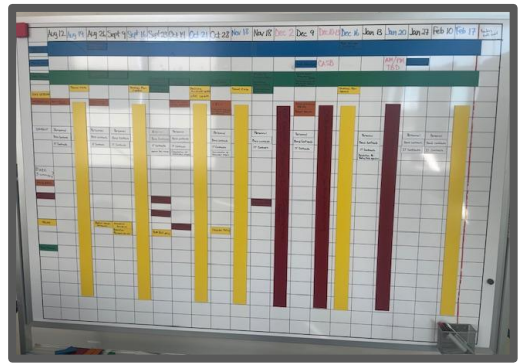
## Step 5: Create a prioritized agenda calendar

Dates of Each Meeting are listed on the top



Topics

Agenda categories for each meeting are listed on the side



- You can use a magnetic whiteboard, a regular whiteboard or a spreadsheet
- The board should be big enough for 6 months of meetings



# Step 6: Fill out the agenda calendar during Prioritization Meeting

- Have a facilitator lead if possible
- Superintendent sets the stage

Shares:

- District staff priorities
  - Board policy requirement
  - Prioritization results
- Governance team discusses and builds consensus on the agendas for the entire semester
  - Prioritization Board is updated and then shared among district staff and board members

The image shows a Zoom meeting interface. The main window displays a survey titled "Q2 Please put the following topics in order of priority to you. #1 will be your highest priority. (Numbers will pop up as soon as you click on something.) You can click the arrows to move items up or down in the list, or you can drag and drop them in order." Below the text is a horizontal bar chart with 10 topics on the y-axis and a scale from 0 to 10 on the x-axis. The bars represent the priority assigned to each topic.

Topic	Priority (1-10)
Focus School Programming Policy and...	6
Community Use of Schools	4
Operate under IDEA and general...	5
Board/CEO Update	5
School/Teacher Update	7
Digital Learning Center	4
Building New Year School	4
Engage with Stakeholders	5
Staff and Student Budgeting	6
Review of Policy and BSA	4

The bottom right window shows a video feed of a meeting. A person is standing and pointing at a large screen displaying a chart. The Zoom chat shows the text "PDC @bvsd.org".

Board Prioritization Fall 2024



# Opportunity

## Since 2022

- 7 new standards-based curricula
- Assessment framework
- Differentiated funding
- Discipline Framework
- Restorative Practices
- Data-Driven Instruction
- Grad+ Framework
- Short cycle improvement planning (all Schools)
- Common instructional expectations

**ALL TOGETHER**

# Growth

## Since 2022

- **MATH:** Consistently out-paced metro districts & state: **59 to 58 MGP**
- **READING:** Out-paced metro districts & state and increased from **55 to 57 MGP**
- Narrowed Growth Gaps in ELA K-8 for student groups

# Achievement

## Since 2022

- **MATH:** Increased % of students who met benchmark: **53% to 57%**
- **READING:** Increased % of students who met benchmark: **69% to 73%**
- Increased achievement of Grad+: **67% to 87%\***
- Decreased out of school suspensions for student groups: **3.1% to 2.7%**
- **Accredited with Distinction**  
**2 consecutive years**


\*Class of 2023 to Class of 2025

**for ALL STUDENTS**

# Conclusion

- Agenda setting processes can become an unnecessary power struggle among school board members and Superintendents.
- This process maintains strong governance by:
  - Allowing individual board members to advocate for agenda items
  - Ensuring the collective will of the board prioritizes agenda items
  - Allows agendas to be set well in advance
- Senior district staff appreciate the clarity and time to prepare for board meetings.
- It has led to significantly improved results





# Panel Questions and Discussion

**For More Information/Insight:**

[rob.anderson@bvsd.org](mailto:rob.anderson@bvsd.org)

or

<https://www.bvsd.org/about/board-of-education/meet-the-board>

**Thank you!!!**