

School Board Agenda Planning and Governance Ideas

Possible Enhancements to the Board Agenda

1. Celebrations and Recognitions

Include regular student and staff recognitions, with one school or program highlighted at each board meeting. This helps build a strong culture and connects the Board more closely to the work happening across the district.

Keep the format the same and add each school does a presentation in person at the Board meeting each month, each school does one presentation per year

2. Reorder Board Member Comments - August 2026

See separate attachment on Boulder Valley CASB presentation

Consider moving individual Board member comments to the beginning of each meeting, following agenda review, consent agenda, and approval of minutes.

Implement norms for Board communication on the regular agenda.

This would:

- Allow transparency and connection with the public.
- Provide a clear space for Board reflections and updates.
- Follow policy guidance on appropriate content (no personnel discussions, no surprises for the superintendent, and adherence to Board discussion norms).
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4/6/26-Broaden the topics we could report on, ex-what we hear in community, what we are reading, what meetings we attended and what we learned, concern-how do we structure it to be open but not expose the Board to other issues

3. Board Monitoring Protocol - Kim and Leah TBD

Include a brief reflection at the end of each meeting:

- Did we advance our Board “ENDS”?-Value based
- Did our discussion align with district priorities?
- What follow-up is needed?

4/6/26- How do we want to define “Ends”? How are they different from goals? Homework for retreat on process to create “Ends”

Summit County Information on Ends

4. Agenda Planning Process

Consider including the Board President and one additional rotating Board member in agenda planning meetings with the superintendent.

- This could begin with the President and Vice President and rotate through other Board members throughout the year.
- This would support shared leadership and transparency.

5. Earlier Agenda Distribution - happening currently

Provide agendas approximately one week in advance to allow Board members adequate time for preparation and thoughtful engagement.

- Consider how this timeline impacts staff workload and planning (this was discussed at the 3/2/26 board meeting and district staff expressed concerns about their ability to do this)

Keep in place where we get a draft agenda and we could add to it at that time

6. Semiannual Prioritization Meetings - establish at the [retreat June 2026](#)

Hold structured prioritization discussions twice per year (June and January) to:

- Identify key issues, areas of concern, and emerging opportunities.
- Ensure all Board members have an opportunity to contribute.
- Align our Board work with strategic goals and community needs.

4/6/26-Keep a list of future meeting topics, this can be a public facing document and semi annually we will prioritize these items - Kevin/Deb to keep live doc for future prioritization and a working calendar in google sheets for public and online

Strengthening Board–Superintendent Communication

1. Monthly Rotating Check-In Meetings - June 2026 retreat

Establish a regular 30-minute monthly meeting between the superintendent and two rotating Board members.

- Ensures all Board members have regular opportunities for dialogue.
- Limits the superintendent to no more than three additional meetings per month.
- Supports clarity, alignment, and trust.

With new superintendent set up these meetings

2. Continue Weekly Superintendent Updates by email -currently in progress

Maintain regular Friday updates to keep the Board informed of key developments.

Administrative policy updates should be included in these updates.

3. Annual Superintendent Goal-Setting - June 2026 and January 2027 (twice per year)

Explore best practices in goal-setting processes used by other districts, including:

- Alignment with Board priorities and strategic goals.
- Clear, measurable outcomes.
- Regular progress monitoring

Set up a goal-setting session with the superintendent at June retreat, progress monitoring at January

4. Superintendent Evaluation Process - Jane and Lara-report on this June retreat

Clarify how the superintendent is evaluated and consider whether to include:

- A feedback approach including Input from staff, families, and community members.
- Establish clear criteria tied to Board and superintendent goals.

Researching what tools other districts are using, checking with CASB to consider their recommendations

Increasing Communication and Engagement with the Community

[Discuss in more depth at Board Retreat](#)

1. Parent and Community Engagement

- Expand opportunities for family and community participation on district advisory committees and working groups. (GEAC, SEAC, etc.)
- Identify which committees would benefit most from meaningful parent and community representation (e.g., DAC, curriculum, budget, facilities, safety, negotiations, technology, etc).
- Explore additional ways to engage families and community members in district priorities and initiatives (listening sessions, surveys, community forums, partnerships).
- Review whether the district website effectively informs and engages families about district priorities, goals, initiatives, and opportunities for involvement.
- Make the yearly board calendar available online
- Email communication response in a timely manner. Board discussion on what timely means. Consider a rotating communication point person.
- Increased communication with legislators (possibly include in Board committee updates)

2. Role of GEAC and SEAC - need a conversation with board - August 2026

Consider whether the Gifted Education Advisory Committee (GEAC) and Special Education Advisory Committee (SEAC) should be formal Board committees or continue as Advisory Committees. If they continue as Advisory then there should be a consistent structure for discussion and follow through post meetings.

- Evaluate purpose, advantages and potential challenges.

3. Public Comment Follow-Up - reorganizing agenda - See Boulder Valley Doc-link inserted above-Retreat 6/24

At the conclusion of each meeting, consider whether any topics raised during public comment should be placed on a future agenda.

4. “Coffee with the Board” Expansion-Lara and Kevin have created a format for these events

Hold sessions in different schools throughout the year, offering both daytime and after-school options-every other month

- Explore ways to engage community members who do not currently have children in the district.-public coffee with the Board every other month

5. Community and Staff Surveys - Brainstorm at retreat (ongoing to 2026-27 school year)

Develop a shared foundational knowledge of existing surveys, including:

- What surveys are currently administered?
 - How often and for what purpose?
 - How are results analyzed and used?
 - Whether additional surveys are needed to gather meaningful input aligned with Board goals and inform Board decisions.
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Potential Topics for the June 24, 2026 Board Retreat

1. Review and Refine Board ENDS - Lara to reach out to Summit and further at June Retreat

Revisit current Board ENDS to ensure they are:

- Inclusive and equitable.
- Data-informed and research-based.
- Whole-child centered.
- Focused on culture, climate, and student well-being.
- Aligned with accountability and measurable outcomes.

Consider reviewing examples and reflective questions used by Summit County and other districts.

2. Develop a One to Two-Year Board Calendar - June 2026-in process

Create a calendar aligned with Board and superintendent goals for standard activities such as:

- Budget development and approval

- Mill levy certification
- Strategic planning checkpoints
- Policy and monitoring cycles
- Staff contracts
- How do we include topics such as housing, technology, transportation, facilities etc

A draft could be developed by a Board subcommittee.

3. Structure for Prioritization Meetings - Kevin and Lara have outlined this structure for June 2026

Clarify the process and structure to ensure meaningful participation and clear outcomes.

4. Discuss Board Agenda planning for 26-27 - see Boulder Valley Doc (see #2 above for items to include)

5. Student Representation - August 2026

Discuss the possibility of a non-voting student representative on the Board.

6. Board Handbook Development - Subcommittee? 2026-27 school year

Consider developing a Board handbook that includes:

- Policies.
- Board ENDS and goals.
- Strategic plan.
- Governance expectations.
- Robert's Rules of Order
- Board calendar
- CASB information.

This could be a long-term project with completion prior to the next Board election cycle.

Rural Alliance had an example of a good handbook