

School Board Workshop

Wednesday, June 8, 2016 5:30 PM

Fridley Community Center, 6085 7th Street NE, Fridley, MN 55432

A. Welcome, Introductions and Light Dinner	Presenter: Chris Riddle
B. Overview of Agenda, Objectives and Process.....	Presenter: Dennis Cheesebro w
C. Review of the 2015-16 Board Agenda Accomplishments and Challenges as well as Board Evaluation.....	Presenter: All
D. 3 Year Governance Agenda Update Session	Presenter: All
E. Public Engagement Continuum and Ownership of 2016 Public Engagement Initiatives.....	Presenter: All
F. Key Next Steps and Key Messages	Presenter: All
G. Adjournment	

Fridley Public Schools
Board of Education Session

Excellence in Governance Development

June 8th, 2016

5:30 – 7:30 PM

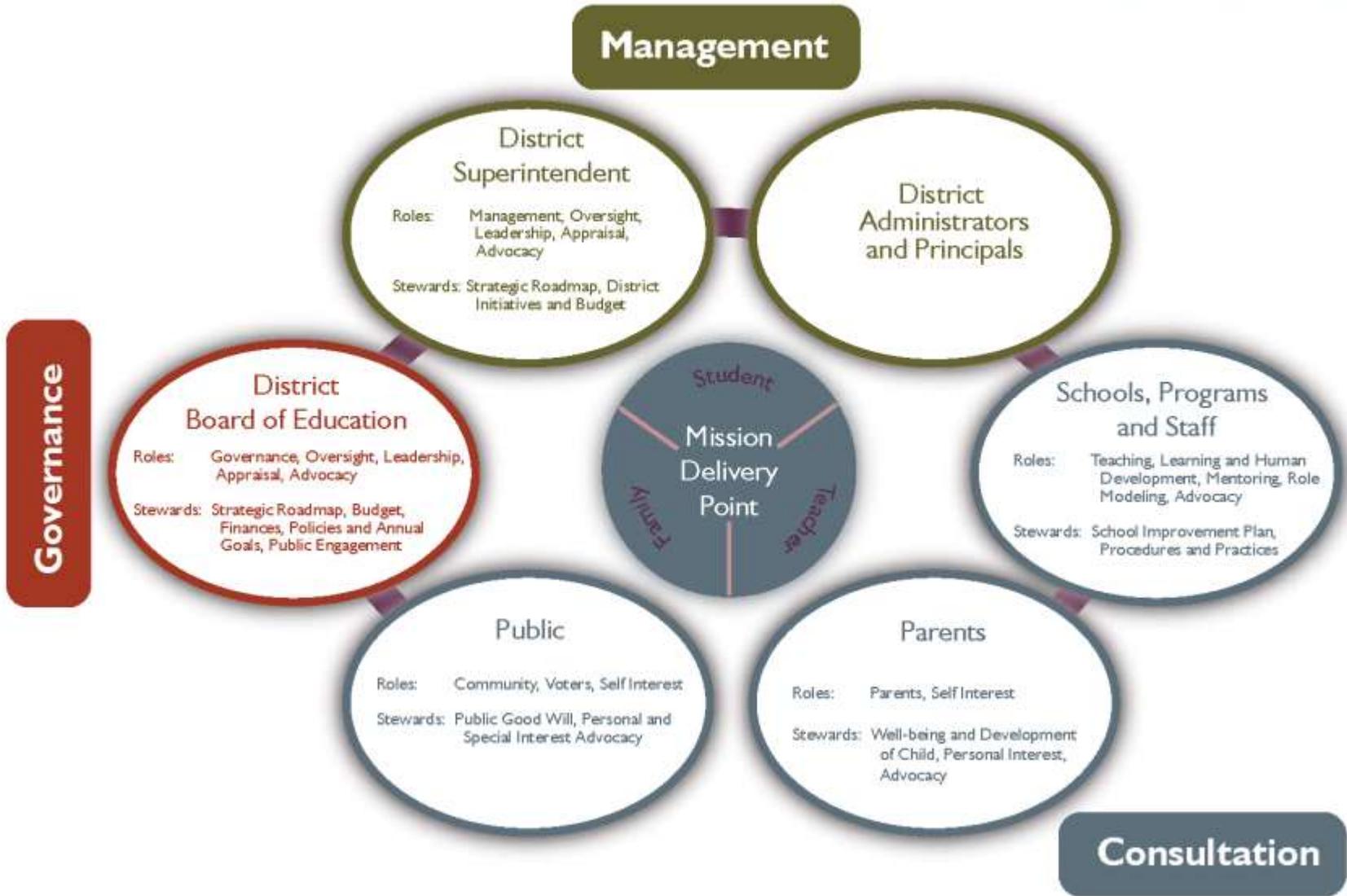
Fridley Education Center, 6301 Central Ave NE, Fridley-

Guided by Dennis Cheesebrow, Founder and Principal, TeamWorks International, Inc.

Key Objectives:

1. Deepen understanding and application of the Education Leadership System (ELS) and partnership across excellence in governance, management and consultation
2. Review Board of Education evaluation survey results
3. Review and extend the Board of Education 3 Year Governance Agenda in parallel of and support to the District 3 Year Operational Plan
4. Develop key 2016 – 17 initiatives and ownership in excellence in the area of public engagement

<u>Time</u>	<u>Agenda</u>	
5:30 PM	Welcoming, Introductions and Light Dinner	Board Chair
5:45	Overview of Agenda, Objectives and Process	Dennis Cheesebrow
5:50	Review of the 2015 – 16 Board Agenda accomplishments and challenges as well as Board evaluation	All
6:30	3 Year Governance Agenda Update Session	All
7:00	Public Engagement Continuum and ownership of 2016 public engagement initiatives	All
7:25	Key Next Steps and Key Messages	All
7:30	Adjourn	



**Fridley Public Schools
Board Retreat Session
June 23, 2015**

Introduction

The School Board met with the Office of the Superintendent in a guided retreat to

- Review the basics of the Education Leadership System (ELS) and the basics of excellence in governance, management and consultation and the value of partnership across the six groups of adults in alignment for the Mission Delivery Point relationship between student, family and teacher. Discussed ways to improve, increase, and sustain Community Engagement among the School Board and the community.
- Discussed in greater depth ELS Partnership Practice # 2: Differentiation between Governance and Management on key issues and opportunities
- Developed a DRAFT 3 Year Board of Education Agenda to support and operate in parallel to the District Operational Plan aligned to Board Goals.

Key Next Steps

- Three year Board of Education Agenda
- Ten year Operating Model
- Calendar & Assignment of 2015-16 items

Key Messages

- Board of Education Agenda on same page through 2018
- Looking forward and raising our capacities and skills to govern
- Raise clarity of roles with common language and expectations

Fridley Public Schools
School Board 3 Year Agenda
June 2015

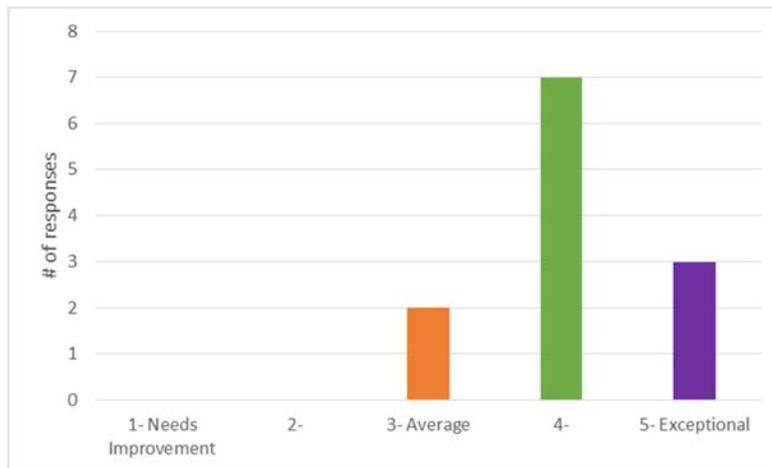
Key Roles of the Board	2015-2016 SY	2016-2017 SY	2017-2018 SY
Governance & Policy	<ul style="list-style-type: none"> • Legislative priorities – Advocacy for district legislative agenda • Policy Review as scheduled • Grant pieces from FY 2014-2015 	<ul style="list-style-type: none"> • Legislative priorities – Advocacy for district legislative agenda • Policy Review as scheduled • Establish systemic avenues for 2-way public input in district decision-making 	<ul style="list-style-type: none"> • Legislative priorities – Advocacy for district legislative agenda • Policy Review as scheduled
Oversight of Operation	<ul style="list-style-type: none"> • Negotiate all contracts • Engage/Facilitate relationship with Employee Unions • Evaluate Phase I DMC <ul style="list-style-type: none"> • Prepare Phase II • AROI <ol style="list-style-type: none"> 1. AVID 2. Struggling Reader 3. Algebra – non-linear • Determine Referendum questions • Develop 10 year model • React to Referendum Result • Facility: \$25 million in projects; kicked off FY2016, 2017, 2018 	<ul style="list-style-type: none"> • Increase Market Share of Residents • Demographic Studies (Elementary Transportation / K projections) • Engage/Facilitate relationship with Employee Unions • Update 10 year model 	<ul style="list-style-type: none"> • Negotiate all contracts • Engage/Facilitate relationship with Employee Unions • Update 10 year model
Board Governance	<ul style="list-style-type: none"> • Find qualified School Board candidates 2015 & 2017 • Develop Board Appraisal Process 	<ul style="list-style-type: none"> • Board Appraisal 	<ul style="list-style-type: none"> • Board Appraisal
Superintendent Relations	<ul style="list-style-type: none"> • Superintendent Contract 2016-2018 	<ul style="list-style-type: none"> • Modify Management Team as needed • Administrative Succession Planning 	
Public Engagement	<ul style="list-style-type: none"> • Community Engagement 	<ul style="list-style-type: none"> • Establish systemic avenues for 2-way public 	<ul style="list-style-type: none"> • Community access to K-12 curriculum

	<ul style="list-style-type: none"> • Increase public engagement for School Board members working with principals • Increase marketing district programs (e.g. Early Childhood to Community) • Engage community in campaign and facts of levy • Meet with all elected folks • Analysis of ROI on Marketing and Community Engagement money • District Advocacy Committee Definition 	<p>input in district decision-making</p> <ul style="list-style-type: none"> • 5E Parent-survey component • Sustain engagement with community beyond levy campaign 2017 and beyond • Expand partnerships with public (government) agencies resources 	
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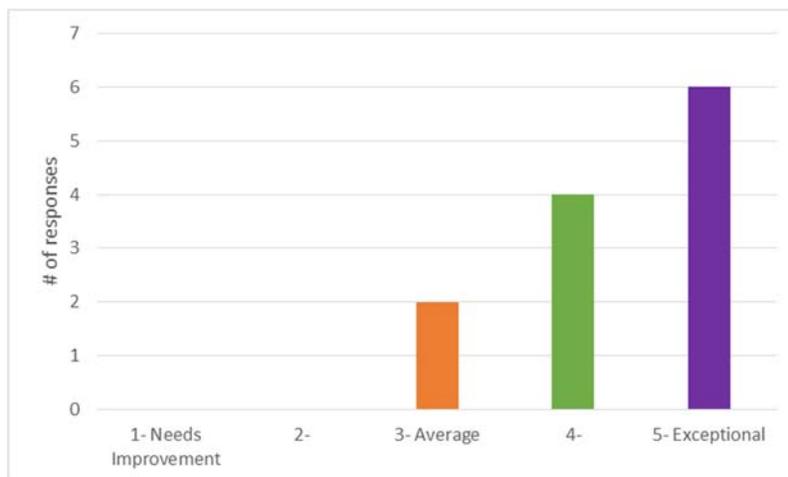
2016 Fridley School Board Self-Evaluation

District Governance & Policy - *One of the Board's primary tools of governance is the development and continuous improvement of District Policy. These policies describe "what is to be provided to whom", while the annual budget and long range financial plan describes "at what cost". In partnership with District staff, the Superintendent and Board allocates time, focus, and energy to fulfill its key role in District Policy development and continuous improvement.*

The Board adopts a direct mission, essential priorities, short and long term goals, and District Policy for continuous improvement.

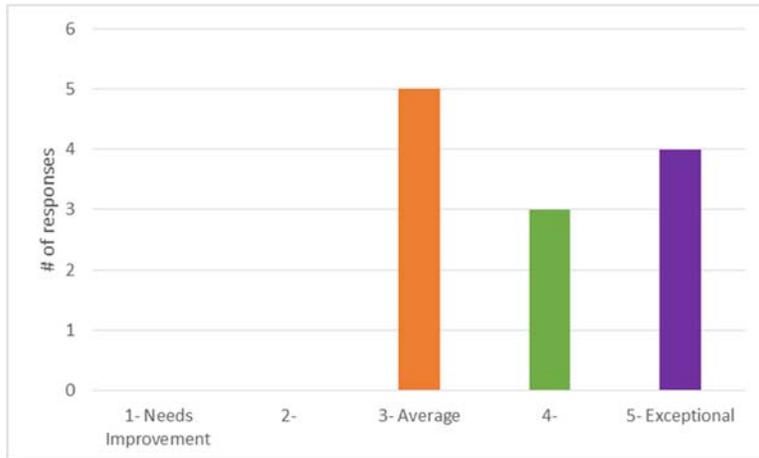


The Board uses District Policy to make decisions, provide direction to staff, and to provide alignment and consistency between District Policy and regulations, procedure, and protocols.

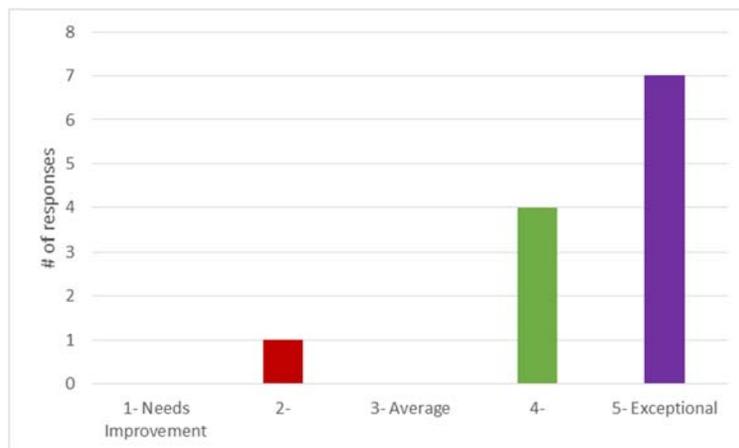


2016 Fridley School Board Self-Evaluation

The Board provides for consistent and timely communication of District Policy to all employees, students, families, and Community.



The Board is engaged in partnership with the Superintendent and staff to accomplish the goals and mission of the District.



Comments (4 responses)

The district is very strong in this area which I in-part attribute to having an extremely competent superintendent in place.

Need to complete 10 year plan and provide more communication of goals and future planning with families and community.

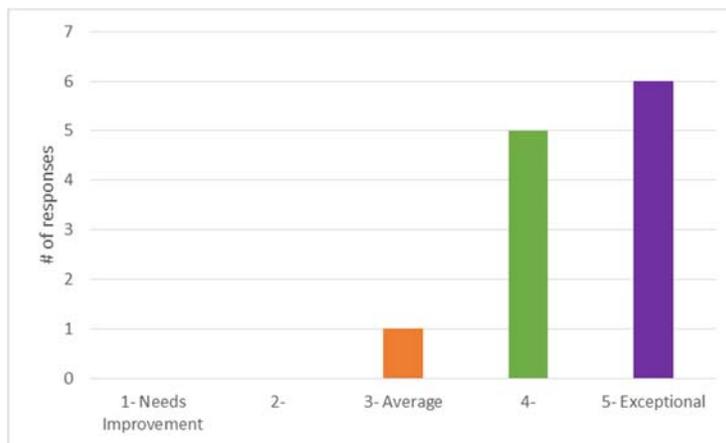
The Board members seem to understand their role in governance very well and work to stay within those boundaries.

I think the Board has been a little lax in the last year. We need to spend more time working on communication and leadership as a team, particularly since we have new members. The dynamic of the group is changing so we need to make sure we are aligned in methods for determining priorities, decision-making, and communications as a body.

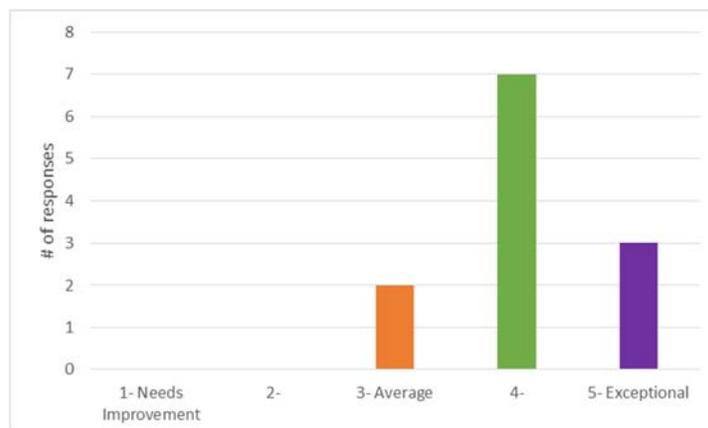
2016 Fridley School Board Self-Evaluation

Operational Oversight - *Ongoing oversight and management of the financial, human capital, buildings and grounds, and assets of the district is a critical responsibility of the Board. The ability to see, process, and understand the complexity of the individual parts and district as a whole in a complex, public environment with minimal direct control requires emotional intelligence, experience, flexibility, listening skills, an open mind, and good judgment.*

The Board, with the assistance of staff, reviews, adopts, and amends the Annual Budget including revenue, expenses, investments, contract negotiations and agreements, and facilities and grounds maintenance in accordance with State law while informing and engaging the public in the process.

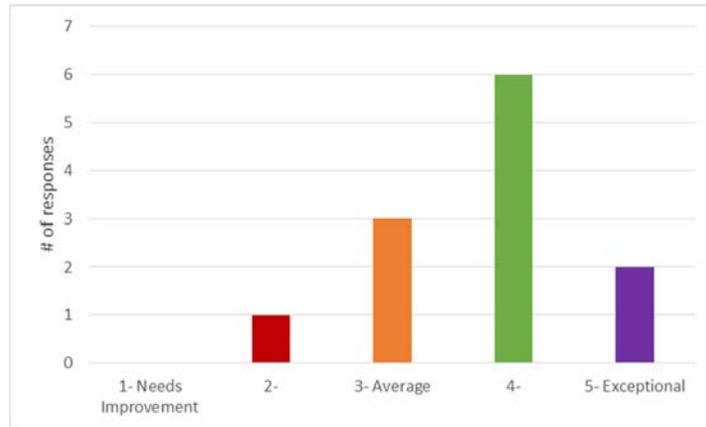


The Board, with the assistance of staff, develops and refines a 3 Year Agenda to include goals and milestones across the 5 areas of Board interaction.

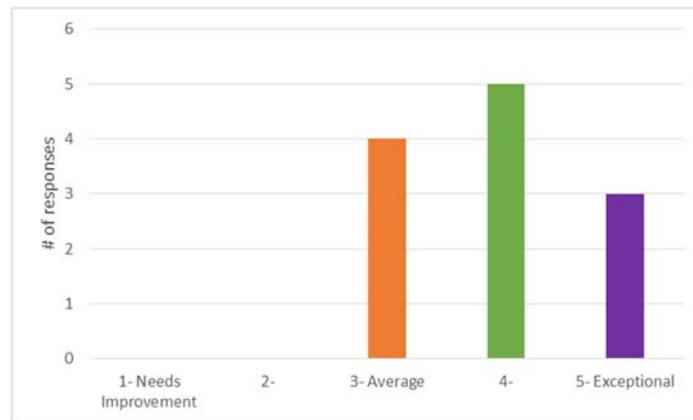


2016 Fridley School Board Self-Evaluation

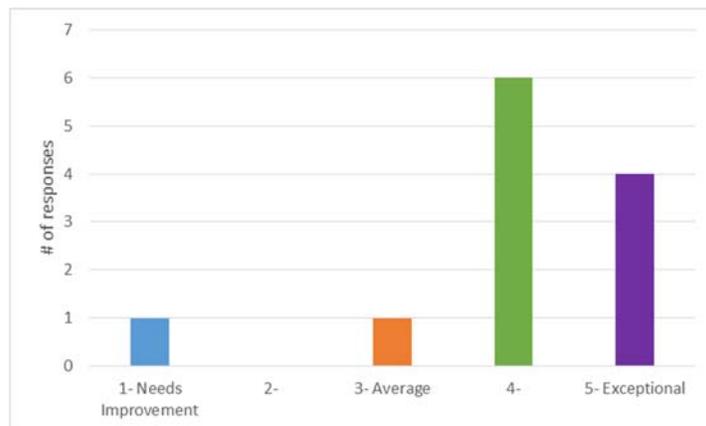
The Board, with the assistance of staff, develops and refines a Long Range (10 year) Financial Plan.



The Board uses district provided data and reports to assess the progress in meeting the Board defined goals and to identify areas needing improvement.



The Board effectively engages in 2-way communication with the Superintendent and staff as a whole and as individual Board members throughout the year.



2016 Fridley School Board Self-Evaluation

Comments (5 responses)

Overall it feels like the board does a good job in this area. There is room for improvement in increasing the boards understanding around academic achievement, gaps in learning. This information has been presented to the board before it is just complicated and includes a lot of jargon so not always sure how well board members are able to incorporate it into a higher level of understanding.

We've begun a more planned and thoughtful interaction between the Board Building Liasons and staff in each building. Additional steps need to be taken in all buildings to gain and enhance the communication between all staff and the Board.

I am very impressed with the level of integrity and the information shared at all levels. Matthew does an amazing job with the finances.

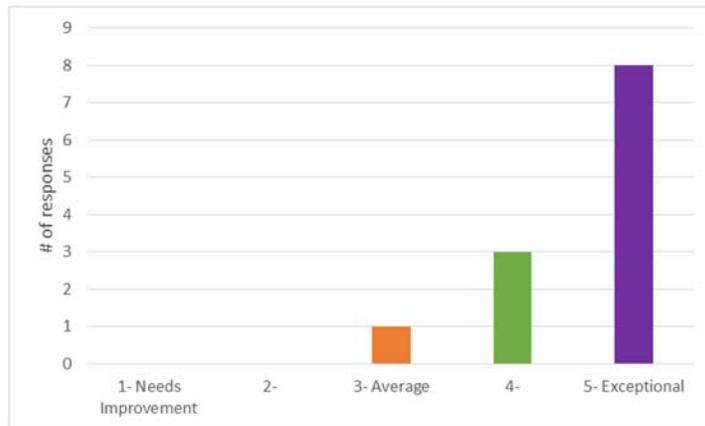
Budget information is discussed regularly and adjustments are made to meet district and financial goals.

I think the Board oversight is fairly good because Peggy and her staff keep us engaged. I think the Board should spend a little more time considering if there are other wants/needs.

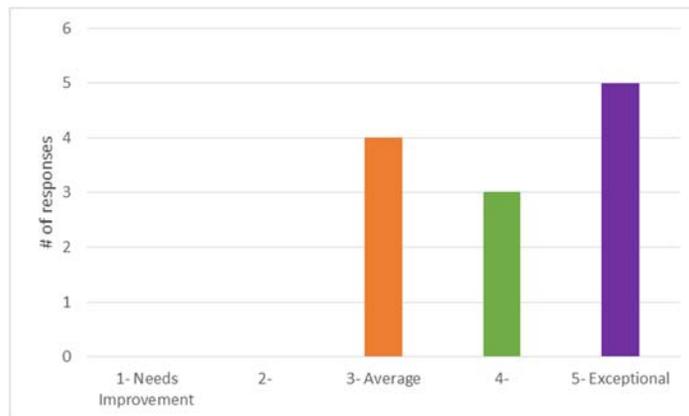
2016 Fridley School Board Self-Evaluation

Board Governance - *The Board of Education is solely responsible for its effective, efficient, and ethical operations as a Board. The development, use, and continuous improvement of its practices, protocols, and policies of self-management are critical to the Board and the District's success.*

School Board meetings are efficient and effective in directing the District toward the Board defined goals.

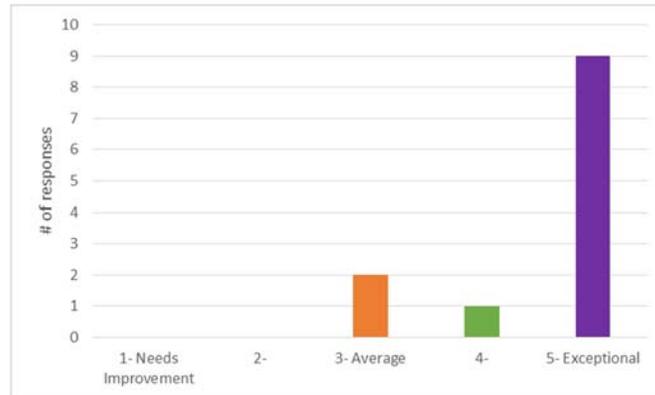


Individual board members engage in an open and honest 2-way communication in a professional manner, respecting others opinions and input, even when opinions differ. All information is equally shared between board members and staff.



2016 Fridley School Board Self-Evaluation

All board members support the decision of the Board, and act as a single voice after Board action even when personal opinions may differ.



Comments (4 responses)

This is a strong area for the Fridley board. I have found board meetings to be respectful, professional and inviting for board members to ask questions. There is a noticeable gap though in what some board members seem to understand or be aware of if they miss a meeting. This is somewhat of a concern for me.

The board understands their role of governance vs management. We do not get involved in the day-to-day management issues.

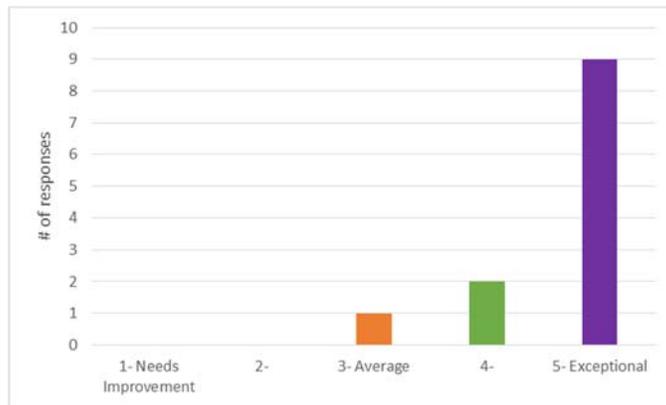
I think communications of Board members as a group and with staff is honest, candid, and respectful, which I think is important. It is important to hear from newer members, to understand their perspectives/opinions, and mentor (as appropriate).

This Board uses the work session as a valuable time to discuss ideas and opinions to work toward consensus. This consensus is demonstrated at the business meeting with little controversy in public discussion, but candid and respectful comments.

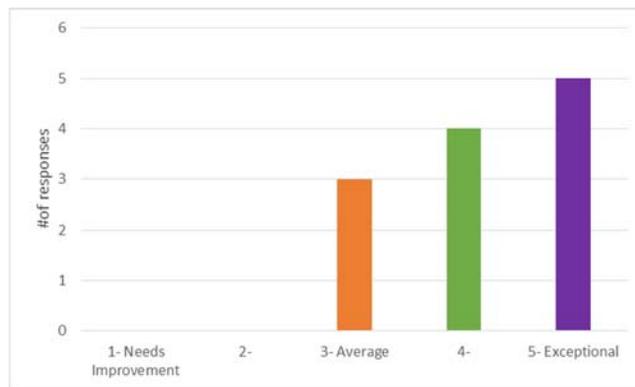
2016 Fridley School Board Self-Evaluation

Superintendent Relations - *The relations between a Board and their sole employee, the Superintendent, is critical and empowered by professional and timely communication, trust, competence, transparency, and the capacity for ambiguity, complexity, and political and personal dynamics with the district and community.*

The Board and Superintendent act as partners in their respective roles of governance and management of the district. Each knowing and trusting the other and their commitment and actions in the improvement of the district.

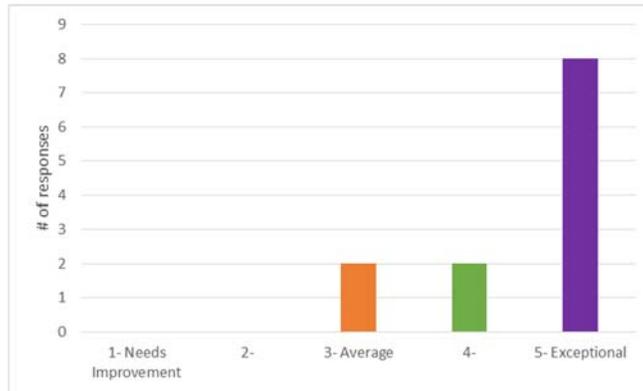


The Board provides consistent and timely communications and direction to the Superintendent and staff on District matters pertaining to mission, priorities, strategic direction, and implementation of the 3 Year Agenda and 10 Year Financial Plans.

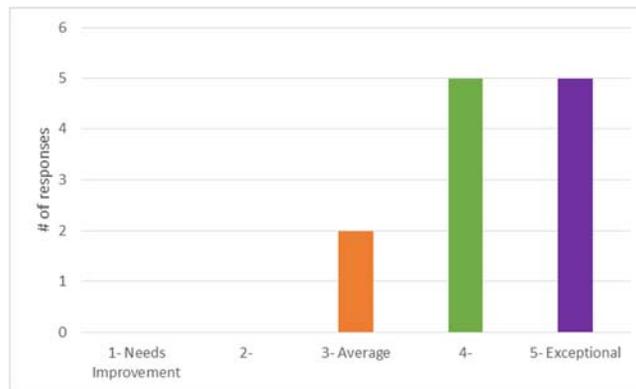


2016 Fridley School Board Self-Evaluation

The Board demonstrates support and respect for the superintendent's role and understands and follows the district chain of command.



The Board actively encourages the professional development of the Superintendent through the use of annual performance appraisals and setting of goals.



Comments (3 responses)

Again, we are in the fortunate position of having a high caliber performer for a superintendent. I am nervous as to what that will look like when she makes the decision to leave her position. This will be an area the board may want to be more purposeful about when it comes times to bring a new superintendent on board.

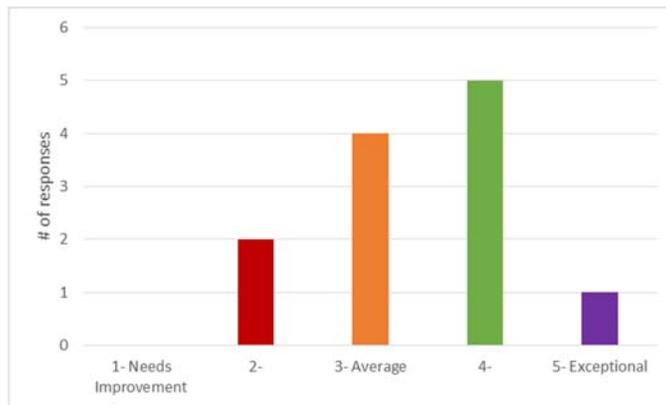
I appreciate the weekly Superintendent updates as well as the Did You Know publication.

The relationship between the Board and the Supt is honesty, trusting, and supportive.

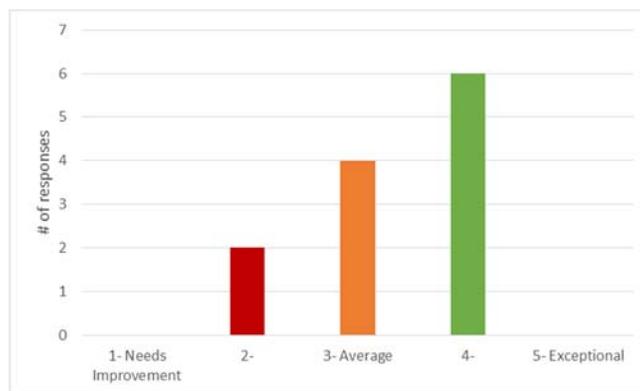
2016 Fridley School Board Self-Evaluation

Community Engagement - *As a public institution, public engagement is both a fundamental need for the district and a capacity and skill of the Board of Education. Public leadership is more complex and demanding than private leadership. The institution requires capacity and skill to see, know, understand, and navigate across a widely diverse array of interests, cultures, needs, entities, and groups.*

The Board has developed and is refining additional opportunities to actively engage students, parents, families, and other community members in the positive events, changes, and issues that face the district. Asking for input, listening to concerns, and sharing positive outcomes of our students, staff, alumni, and community members.

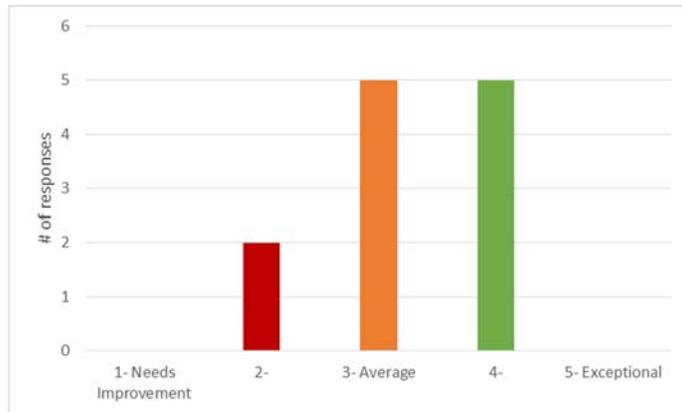


The Board clearly, consistently, and effectively engages the community leaders, both locally and on a State level, of the issues and opportunities to improve and advance public education in and for the students of the Fridley School District.

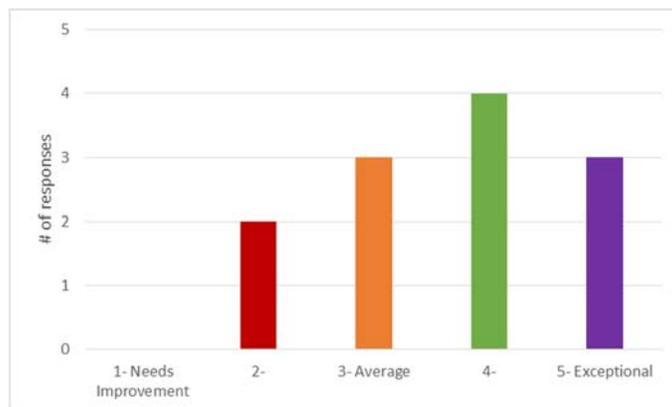


2016 Fridley School Board Self-Evaluation

The Board demonstrates multi-cultural awareness and adeptness at bridging the difference within our community and families using insight, leadership, and resiliency with high levels of dissonance or distraction.



The Board demonstrates the skill and capacity to interact with all forms of professional media in both planned and unplanned exchanges.



Comments (4 responses)

This goal area is newer for the board and as a result we have the most room for growth in this particular area. Knowing that within a few years we will likely be hiring a new superintendent, it will be even more important the board has a strong connection with the community.

Continued expansion of the community engagement program will provide more opportunities for Board and Community interaction. With thoughtful interaction and following up on promised actions, we can gain additional trust and more engagement by parents and the community in the everyday actions of our students and the district.

We are working diligently to make ourselves present at the various schools and their respective activities. Jael and David are such great additions to the district. They are doing a wonderful job!

Jael is doing a great job of guiding us in this area, but the Board has a way to go.

2016 Fridley School Board Self-Evaluation

Personal Reflection

Comments (6 responses)

Overall, the board functions at the high-end. We have a strong commitment to governance vs. management and have fully integrated the board priorities and policies into every aspect of the district. In Fridley, board priorities are more than an exercise or something to post on the district website, they are integrated into the daily life of the school activities and learning. With Peggy's impending retirement within the 2-3 years, the board would be wise to do some advance planning for the gaps that will exist during the search and hiring process and while the new superintendent is fully on-boarding into their new role in the district. Prior to 2012, the shortest length of time the board's members had been on the board was over 8 years. Since 2012, half of our board has turned over and new members have been voted in. This is a great strength for our board as the long timers maintain the historical knowledge of how the district works and what the needs are and the new board members bring fresh eyes, new questions and new approaches. While we are in a good position and there are many strengths in that kind of board make-up, we have to be realistic that new members may need different things in terms of information from staff and administration as well as existing board members. This is not a criticism but a rare opportunity for elevating the board's performance to even greater heights.

I've personally tried to meet more families and attend more events, thereby opening lines of communication with families. I feel that I have a moderate understanding of the administrative staff at both the district and building level, but I'd like to get more involved with teachers, paras, custodians, and nutritional services staff. In this way I can better understand what's happening at every level in our district. I'm fully behind the Community Engagement pieces we are putting in place. Better communication across all of the boundaries in the district can only make us better.

Having been on the board only a short time I have so much to learn. I have enjoyed the opportunity to be involved in making positive changes and look forward to learning and growing. I am excited for the future and all the awesome things that are happening in Fridley!

Because of the strengths of our Superintendent, Finance Director and Director of Educational Services, the school board is well informed to understand the issues and make the appropriate decisions on all matters. This is a true partnership that functions very well.

The superintendent does a good job of updating the board and reflecting upon the board goals associated with applicable topics. We as a board could do better in communicating as a group with the state elected officials before, during and after the session.

Working with the School Board is very positive. As a staff member, I feel trusted and respected for the work that I do. I am clearly aware of the vision and direction of the Board which makes it easy for me to direct and align my work to meet those goals. The working relationship between Board members creates an environment of cooperation and focus on the mission of serving students. Their attitude of respect for the efforts and results of all staff in the district is clear.

IAP2 spectrum

developed by the international association for public participation

	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
PUBLIC PARTICIPATION GOAL	To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.	To obtain public feedback on analysis, alternatives, and/or decision.	To work directly with the public throughout the process to ensure that public issues and concerns are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision-making in the hands of the public.
PROMISE TO THE PUBLIC	We will keep you informed	We will keep you informed, listen to and acknowledge concerns and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and issues are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for direct advice and innovation in formulating solutions and incorporate your advise and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.
EXAMPLE TOOLS	<ul style="list-style-type: none"> • Fact sheets • Websites • Open Houses 	<ul style="list-style-type: none"> • Public comment • Focus groups • Surveys • Public meetings 	<ul style="list-style-type: none"> • Workshops • Deliberate polling 	<ul style="list-style-type: none"> • Citizen advisory committees • Consensus-building • Participatory decision-making 	<ul style="list-style-type: none"> • Citizen juries • Ballots • Delegated decisions