



WORK SESSION MINUTES

Date: June 15, 2010

Time: 6:00 p.m.

Minutes recorded by: Nancy Sousa

Minutes approved on:

Interpreters: Jonathan Henry and Maureen McEntee

Cart: Shelly

Call to Order

- a. Chairperson Travis Zellner called the work session of the RI School for the Deaf Board of Trustees to order at 6:05 p.m. the Dept. of Administration Building, One Capitol Hill, Conference Room B

Roll Call of Board of Trustees

- b. **In Attendance:** Travis Zellner, Chairman; Mary Wambach, Iraida Williams, Jodi Merriman, Marie Lynch
- c. **Excused:** Harvey Corson
- d. **Guests:** Scott Mueller, Sara Rapport, Esq., Ken Swanson, RIDE

The chairman thanked board members who attended graduation; members who attended noted that the ceremony, and the place where it was held, was beautiful.

Scott Mueller noted that the instrument to evaluate the Director needed to be finished and suggested to go into closed session first.

Adjourn to Executive Session pursuant to RIGL 42-46-5(a)(1) and (2)

MOVED Iraida Williams, and SECONDED by Jodi Merriman: that the Board would adjourn to Executive Session pursuant to RIGL 42-46-5(a)(1) and (2) at 6:10 p.m..

Approved unanimously. (Jon Henry excused from closed session)

MOVED Iraida Williams, and SECONDED by Jodi Merriman: that the Board would return to Open Session at 6:23 p.m. Approved unanimously.

MOVED Iraida Williams, and SECONDED by Marie Lynch: that the Board would seal the minutes of Executive Session. Approved unanimously.

There were no votes taken during Executive Session.

AGENDA

1. Director's Evaluation Tool

Attorney Sara Rapport excused herself from the meeting at this point – It was discussed and all concurred that it is the Board's responsibility to evaluate the Director.

Travis turned control of this part of the meeting to Scott Mueller who provided copies of the "Articulation of the Standards of Educational Leadership in RI", the previous instrument that was compiled by board last year, and the Cumberland Evaluation Instrument. Much discussion ensued re elements of evaluation, indicators, inter-rater reliability, strength of the instrument.

Mr. Mueller agreed to have the draft of the new evaluation instrument for the June 29th meeting. Agreed with Lori that this should be in place to set performance goals and identify where data will be collected. Part of the July work session will include Lori's goals for herself and those for the school. He noted that the board has a huge challenge in regard to the school-will it be a school or a center? Board needs to identify its goals for Lori and the school; the Board of Regents will expect that you will use these standards as best practice.

The Open Meeting vs. Closed Session discussion concluded with Scott advising that discussion of personnel, goal setting (the board's and the director's) are held in closed session, but that the Director can ask for an open session. Scott noted that he is adding detail to the tool we already have; Board will meet with Director over the summer to address goals and expectations for the program. There was further discussion re board evaluation dates; and suggested changes to the evaluation tool and Policy; Changes/additions to the original document were explained; changes will be "tracked" on the original

document. The Director asked about the right to see comments/input from individuals, documentation. Scott noted that whether each element becomes available is the board's decision. New language will be inserted that links the Director's goals, BOT goals and the Strategic Plan; timeline will be revised.

2. Board of Trustees Logistics

a. Calendar Matrix – draft

The chairman asked if the Integrated document/goals listed; already have 3 year and 5 year plan. The Director noted that she made some revisions to the dates, re budget deadlines, policy approvals, staff and student handbooks.

Travis noted that the work session in July will be a continuance of discussion of evaluation tool and student performance reports will be expected on a monthly basis.

The Director noted that language education philosophy-instructional policies, summary of PD and schedule of next year's PD, end of year wrap-up will all be included in next report; waiting for legal review of staff handbook; will need agenda by 23rd for next meeting publication.

Meeting adjourned at 7:57 p.m.

