

MINUTES

PROVIDENCE SCHOOL BOARD

August 18, 2008

The Providence School Board meeting was called to order by Board President Mary McClure AT 6:10 PM.

Board members present:

Bob Wise
Jill Holloway
Maila Touray (arrived 6:15PM)
Mary McClure
Rosanna Castro
Kathy McKenzie

Absent: P. Gould, G. Gonzalez, R. Young

Seek to Convene in Executive Session pursuant to RIGL 42-46-5(a)(1) Personnel.

- NO executive session held.

PUBLIC COMMENT

- Steve Smith re: change in PPSD hiring practices for LTSPs

Consent Agenda Approval

RECOMMENDATION: The Superintendent recommends School Board approval of consent agenda items.

MSV Wise, Holloway: Aye: 5 Nay: 0. **Motion Approved. 5 - 0**

School Board Meeting Minutes

7.28.08 Minutes – Note corrections to names listed under public comment: Osiris Harrell and Blossom Kirshenbaum

Home School Candidates

Personnel Actions

* Personnel Actions & Assignments

- Nomination of: Probationary Teachers/New Hire
- Probationary Teachers/Change of Status
- Regular Teachers Change of Status
- Long Term Substitute Teachers in Pool/Rehire
- Long Term Substitute Teachers in Pool/New Hire
- School Based Coordinators

* HR provided hard copy updates on personnel actions – updates to be uploaded to ESB following the Board meeting.

REPORT ON CONTRACTS

- Whitmarsh Corporation Vision School Contract
- Providence Community Action Plan Interim School Contract
- Whitmarsh Corporation Title I
- 95 Percent Group, Inc.
- Wireless Generation mCLASS DIBELS
- Cayen System, LCC

Contract Approvals

The contracts are presented by Superintendent Thomas Brady for School Board consent and approval, authorizing the Superintendent to seek bids (if applicable) and award contracts through the Board of Contract and

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Supply. All contracts will be adopted by a single motion unless a member of the School Board or the Superintendent requests that a contract be removed and voted on separately.

RECOMMENDATION: Administration recommends approval of the contracts as presented.

MSV Wise, Holloway Aye: 5 Nay: **0. Motion Approved. 5 - 0**

ACTION ITEMS

2008 – 2009 School Board Meeting Calendar

Recommend approval of 2008-2009 School Board meeting calendar as presented. Approved calendar with one change: move superintendent evaluation policy revisions to Sep 8, 2008.

MSV Wise, Holloway Aye: 5 Nay: **0. Motion Approved. 5 - 0**

GOVERNANCE

Reform Governance in Action Site Visit

Board members present for RGA work: McClure, Wise, Touray, Castro, Holloway, McKenzie.

Administrators: Tom Brady, Superintendent; Sharon Contreras, CAO; Mark Dunham, CFO; Kim Rose, CCO; Stephanie Federico, COS.

* Please see attached notes re: RGA work

Meeting adjourned at 8:45 PM.

RETIREMENTS & RESIGNATIONS

33. Retirements/Resignations

List of recently received resignations and/or retirements for informational purposes only.

RG A SITE VISIT AGENDA FOR PROVIDENCE
Cohort 3, Site Visit 6

OBJECTIVES AND OUTCOMES

By the end of this site visit, the board/administration team will:

- Theory of Action
 - Discuss status of Theory of Action –Planned adoption, changes since Institute
 - Review communications plan
- Management Oversight and Workshops
 - Review effectiveness of first management oversight workshop
 - Confirm topic and date of second management oversight workshop (due by January 15, 2009)
 - Confirm changes to second workshop based on review of first workshop
 - Confirm management oversight workshop calendar (topics and dates for 2008-09)
- Core Beliefs and Commitments
 - Review implementation of core beliefs and commitments communications plan
 - Confirm mechanisms to introduce core beliefs and commitments to new board members and staff and annually review and renew core beliefs and commitments
- Board Meetings and Committees
 - Review time tracker on time spent at board meetings on student achievement and reform leadership issues and establish targets
 - Review time tracker on staff time spent preparing for and participating in board meetings and establish targets
- Constituent Service
 - Review effectiveness of documentation and tracking system for board constituent service
 - Review effectiveness of communications plan to help staff and community understand and correctly follow new constituent service policy
- Communications
 - Consider communications grant options
 - Explore communications opportunities and challenges
- Reform Policies
 - Select at least two reform policies for development
 - Select appropriate methods for developing these reform policies
 - Complete and approve work plan for these policies
 - Initiate charter work for these policies

REFORM GOVERNANCE® IN ACTION

AGENDA

MONDAY, AUGUST 18

6:00PM – 9:00PM

6:00pm Reconnect

Review goals of this site visit (*15 minutes*)

(New superintendent, PDK report, May Institute) (*15 minutes*)

6:30pm Review and monitor previous work

Theory of action

- Status of Theory of Action –Planned adoption, changes since Institute
- Review Communications Plan

Agreed: Superintendent to present outline of regulations and timeline for getting regulations back to the board

Management Oversight

- Institute Experience
- Review effectiveness of first workshop
- Develop specific plans for improving future workshops
- Confirm topic and date for second workshop; incorporate suggestions from the review of the first workshop
- Review workshop calendar for 2008-09 – (Discuss potential for scheduling conversations on reform policies and Managed Instruction)
- Provide listing of management oversight library resources available from CRSS

Kathy and Bob volunteered to work with the superintendent on planning the three comprehensive workshops.

Maila will work with Maureen to identify board members to work on other, non comprehensive mgt oversight workshops.

Core beliefs and commitments

- Review implementation of core beliefs and commitments communications plan
- Confirm mechanisms to introduce core beliefs and commitments to new board members and staff and to annually review and renew core beliefs and commitments : at board orientation/January retreat

REFORM GOVERNANCE[®] IN ACTION

Board meetings and committees

- Discuss if time trackers have been used and are helpful in reviewing board meeting time on student achievement. Is it necessary to track staff time required to prepare for board meetings?

- Establish targets: What are board goals for each of the above? What percentage of time should be spent on student achievement and reform topics? How much staff time should be spent preparing for your board meetings? Discuss strategies for increasing time spent on student achievement at board meetings and decreasing staff time, if necessary, spent in preparation for board meetings.

Student achievement related discussions to be scheduled at every business meeting, either as part of P&P or under superintendent report.

Workshops that are not comprehensive provide opportunities for ongoing discussion of student achievement. PDK audit discussion to be scheduled for Sept. 22 workshop.

Ask principal to present quick update about their school at each workshop; superintendent to give principals a template and time limit.

Superintendent weekly updates will be used to report on ongoing operational items that affect students and parents directly.

- **Constituent service**

- Review tracking systems implementation and outputs
- Review communication plan
- Discuss strategies for improving effectiveness and communication

Board requests monthly reports on constituent service requests and disposition.

7:30pm

Communications

Discuss opportunity for communications grant and work through initial exercise on communications. The exercise involves analyzing past board communication efforts and dissecting the elements and effectiveness of various past experiences. This exercise provides the introduction to the future site visit discussion about building civic capacity.

REFORM GOVERNANCE[®] IN ACTION

8:15pm Launch work on reform policies

Overall goal is to identify two or more reform policies that include:

- *Mechanisms for ensuring implementation with fidelity;*
- *Processes for evaluating effectiveness*

By January 15, 2009

Go through power point on reform policies (i.e., what kind of reform policies are appropriate given a Managed Instruction Theory of Action, What are the criteria for a reform policy, etc.)

Discuss PDK report generally and how the report may drive development of reform policies.

8:55pm Review and Prepare for Tuesday

9:00pm Adjourn