

MINUTES

**PROVIDENCE SCHOOL BOARD
797 Westminster Street
Providence, RI 02903**

**August 19, 2008
8:30 AM**

The Board convened for a facilitated workshop on Saturday Aug 19th at 8:30 AM in the School Board Room.

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.

GOVERNANCE

* Reform Governance in Action Site Visit

* Please see attached notes for RGA Site Visit

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

TUESDAY, AUGUST 19

6:00PM – 9:00PM

6:00pm

Resume reform policy work

(These may need to be re-ordered)

- Look at section 1.2 of PDK report (pages 17 to 21) and review findings together.
- Look at recommendations from end of report (pages 177 to 182 or so)
- Discuss whether and how these recommendations/deficiencies are addressed in the Theory of Action and/or which may need to be fixed in policy (see specifically page 180 and recommendation G.1.8.

This can be a discussion that generates a list of potential policies that need to be drafted. The next stage will be narrowing down the list to two to four areas.

- Superintendent thoughts on PDK audit, policy priorities, scope and sequence of work.

Superintendent presented “Superintendent’s Strategic Setting Snapshot.” Superintendent proposed two reform policies for RGA work: Revision of High School Graduation Requirements and Professional Development and his reasons for recommending them.

Board accepted superintendent’s recommendation.

Superintendent to develop timeline for meeting RGA Jan 15 deadline and will present to board at Sept. 8 meeting.

- Based on information from the PDK Audit and the feedback from the superintendent, identify (either through full group or small group discussions) which SPECIFIC policies will be the focus on the reform policy development.
- Make sure the following issues are discussed (at least at high level):
 - How would effective implementation be measured?
 - How often would the board have to report to the superintendent?
 - How would the board know if the policy was working?
 - What policy development method is you inclined to use?
 - superintendent recommendation
 - task force
 - board committee
 - full board

REFORM GOVERNANCE® IN ACTION

- Work through packet on “RESOURCES FOR POLICY DEVELOPMENT WORK”

8:45pm Review and next steps

Is board/superintendent inclined to extend next site visit for a full day of work on Saturday? Extending time could allow more time for planning for implementation and assessing effectiveness of work to date.

Reviewed dates of next site visits and confirmed.

- Sept 26/27: Superintendent Evaluation and Data Dashboard
- Nov 21/22: Civic Capacity

8:55pm Feedback Forms

9:00pm Adjourn