

## **DRAFT Minutes of October 3, 2011, School Board WORK SESSION**

**General** - President Schwartzfisher called to order the October 3, 2011, School Board WORK SESSION of the Beaver Island Community School Board at 7:00 p.m.

**Present** – Barb Schwartzfisher; Dawn Marsh; Karen Johnson; Jessica Anderson; Brian Cole.

**Absent** – Nancy Tritsch; Dana Hodgson

**Others** - Kitty McNamara; Alice Belfy; Mark Eckhardt

**Public Comment** – There was no public comment.

**Review 2010-2011 School Audit** – Accountants from Dennis, Gartland & Niergarth of Traverse City presented the highlights of the district's audit for the year ending June 30, 2011, via polycom. The audit found no deficiencies which means internal control procedures are very good.

**Administrator Evaluation & Goals Setting Session** – Facilitated by Mark Eckhardt, board members shared what they believed to be McNamara's strengths and weaknesses. Last year's goals were used as one measure of success.

Suggested goals for this school year include:

1. Update board policies, but make sure those policies support the intended culture of the school and are flexible enough to allow the use of common sense and good judgment in decision making.
2. Follow up with recent graduates to support their continued reach for quality work placement, training or college placement and build solid path to career & college readiness
3. Understand and support quality teacher professional development – especially relative to the Common Core State Standards and new teacher evaluation regulations
4. Prepare a timeline for transition from current administrator to new administrator
5. Enhance communication between school and parents

Ideas discussed as means of reaching the goals include:

1. Mentor meetings must be beneficial, productive & efficient and include the teacher.
2. Is there a better way to schedule secondary parent-teacher conferences -- student and parent(s) meeting with all of the student's teachers at the same time at secondary level?
3. Computer in building for parent access.

### **Board Roles & Responsibilities and Transition Timeline for Hiring New Administrator**

Items discussed:

1. Still don't know the "what." Are there internal candidates? Chances are it will be someone familiar with the island -- someone who has connections to the island or has been here before. Board needs to define how they wish to fashion the position and may want to look at innovative/creative alternatives.
2. School districts are required by law to have a superintendent. If local district requested, the ISD can appoint someone to act as superintendent.
3. Mark Eckhardt, Kitty McNamara, and Diane Litzenberger will put out a press release now to inform the public about the process and timeline.

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4. Mark Eckhardt is willing to facilitate community meetings and recommends having these done by June 1, 2012.
5. Interviews would take place February/March 2013.
6. Mark is recommending that a new administrator be in place by March 2013.
7. Under no circumstance will the board “settle” for any candidate; there will be many qualified candidates, but the challenge will be to find the qualified candidate who is also a good fit for the island.

Submitted by \_\_\_\_\_

Alice Belfy, Recording Secretary

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