



Craig City School District

March 9/10, 2022

School Board Workshop
Provided by:



Timi Tullis, Associate Executive Director

Attendees:

Board Members:
Scott Brookshire
Trish Conatser
Marla Dillman

Tristan Douville
Joel Steenstra
Chris Reitan, Superintendent

* Board members in attendance earn **5 Boardsmanship Points**, which are applied towards their level in AASB's Carl Rose Leadership Awards Program.

Facilitators:

Timi Tullis, Association of Alaska School Boards Associate Executive Director



Workshop Report Out:

Board reviewed their 9000's or Board By-Laws

- Consider updating BB 9012 to include text messaging
- Send a copy of ALL correspondences you get to the Superintendent and the clerk to the board. ANY correspondence you get is part of the public record.
- Suggest that the student rep cast their advisory vote BEFORE the board votes (except with financial issues).



- You have no ‘standing committees’ according to your by laws But when we talked you mentioned: Policy, curriculum, Indian Ed, Facilities and Safety.
- Reminder of importance of BB 9200:

Limits of Board Members Authority

Board members have authority only in regularly called meetings of the Board, or when delegated specific tasks by Board action.

The Board is the unit of authority. The Board member is a part of the governing body which represents and acts for the community as a whole. **Apart from the normal function as part of the unit, the Board member has no individual authority.** Individual Board members will refer a person with a question to the appropriate channel if contacted individually. **No individual member of the Board, by virtue of holding office, shall exercise any administrative responsibility with respect to the schools; nor, as an individual, command the services of any school employee.**

- When a member of the community approaches you and wants something on the agenda there is a procedure: The request must be in writing and submitted to the Superintendent with supporting documents and information, if any, at least 5 days prior to the scheduled meeting date. BB 9322
- Board Comments is a time for board members to:
 - 1) thank individuals
 - 2) highlight something great they are proud of
 - 3) share information they learned at webinar/conference or other training
 - 4) suggest topic for future board consideration
- Examples on what to add to agenda to be read before PUBLIC COMMENT:

Because the Board has a responsibility to conduct district business in an orderly and efficient way, the following procedures shall regulate public presentations to the Board.

1. The Board shall give members of the public an opportunity to address the Board at each meeting.



2. A person wishing to be heard by the Board shall first be recognized by the president. He/she shall then identify himself/herself and proceed to comment in accordance with Board policy.
3. Individual speakers will be allowed 3 minutes to address the Board, 5 minutes if representing a group. Allotted time shall not be delegated.
4. With Board consent, the president may modify the time allowed for public presentation or may rule on the appropriateness of a topic. If the topic would be more suitably addressed at a later time, the president may indicate the time and place when it should be presented.
5. No oral presentation shall include charges or complaints against any employee of the Board, including the Superintendent, regardless of whether or not the employee is identified by name or by another reference which tends to identify. Charges or complaints against employees must be submitted to the Board under the provisions of Board policy and administrative regulations related to such complaints.
6. No disturbance or willful interruption of any Board meeting shall be permitted. Persistence, by an individual or group, shall be grounds for the chair to terminate the privilege of addressing the meeting. The Board may remove disruptive individuals and order the room cleared if necessary.

OR

During this section of the agenda, the School Board will invite and listen to topics not on the agenda. This is an opportunity for community members to be heard. The Board will note the topics, and will not take any official action on any of the topics presented but will refer items to the administration to be researched.

Citizens having a concern should discuss the matter with the Superintendent first. After the Superintendent has heard the complaint then it may be brought to the Board. Individual students and personnel may not be discussed in public forum. Please contact the district office to route those matters through the appropriate channels.



Members of the public will be given the opportunity to speak on agenda items at the time the item is introduced for action and/or discussion. A sign-up sheet is available before the meeting to allow community members to sign up for an opportunity to speak before the board.

Speakers are limited to three minutes each and each subject to twenty minutes except by consent of the School Board. The School Board members will not engage in dialogue with any speakers as this is a time to listen.

SELF ASSESSMENT Review

Thoughts from the self-assessment:

- Reminder that board members represent ALL students, not just the ones they are most familiar with or have connections to.
- Pick up the phone and call the superintendent if you have questions or concerns, don't let them fester and become bigger issues.
- If you have disagreement with individual board member speak to them about the issue again not letting the issue boil over to something bigger.
- Important to set annual district priorities that align with the Strategic Plan.
- Keep an eye out for opportunities to acknowledge the good work staff is doing or advancements they have made professionally.
- Develop a systematic plan for onboarding new members. (timi will attach a check list that may help)
- The area around board professional development consistently was rated low. The board members need to set aside time annually for training, whether on site or the ability to attend trainings. Webinars, publications and podcasts could all benefit members in their growth.
- A lot of discussion was around the increase in dual enrollment which means that students have a perception of 'free time' as that is their independent 'home school' time. The board can help in these public discussions by sharing actual information not just perceptions.



What major changes have taken place in the District in the past year? In the past 3-5 years?

- Increase in CTE classes
- Journey positive
- How PACE is viewed
- Brick and mortar #'s are down
- PACE / Dual enrollment #'s are up
- Covid
- Staff turnover

What is the major strength of the District?

- Facilities
- Stable student population
- Extra curricular and sports
- Great health insurance plan for staff
- Longevity of staff
- Small class size
- Flexibility
- Tight knit community

What, if any, changes do we expect in the District during the next 5 years?

- Budget
- Staff turnover
- PACE increase enrolment
- Dual enrollment increases

How could the district improve the way it works?

- Hiring processes
- Clarifying options offered at schools
- Maintaining AND professional development for core staff
- Building relationships with community AND between buildings

What are our constituents saying?

Most common concern expressed by community members?

- Activities and morale
- Covid
- Too much emphasis on PACE
- Teachers sharing their personal values
- Liberal values at the high school

Most common concern expressed by the staff?

- Morale
- Feeling on not being heard
- Low morale
- Improve staff/superintendent relationship
- Covid and lack of empathy

Most common concern expressed by the students?

- Canceling events
- Lack of direction
- Activities

Other issues to put on the table that may affect us

- Lack of certified staff to hire
- Budget woes; contracts and negotiated agreements
- PPSD post covid stress
- Ongoing health issues b/c of covid



Board Self Improvement Plan for 2022-23

Board Self Improvement Plan for CCS Board		
Task	Completion Date	Who will oversee this moving forward
Add board work sessions to our annual calendar 4-6 a year.	Oct/Nov	President
Annual Training	Yearly add to calendar	President
Develop an onboarding/orientation plan	By fall	President

Priorities for 2022-23 School Year

1. Update the current Strategic Plan
 - a. Focus on life skills
 - b. Focus on CTE
 - c. Staff retention through pay and benefit
2. Increase awareness and enrollment of PACE



What Do You Say?

Suggested answers to use in tough situations.

Situation	Suggested Statement
Complaint by parent or guardian of student.	"Have you spoken with the teacher/principal/superintendent about this matter?"
Complaint about the performance of an employee.	"The board has no direct link to any personnel and does not evaluate personnel other than the superintendent, please speak with them directly and then their supervisor."
A staff member approaches you and requests something.	"The board conducts all business with the staff through the superintendent, please make this request of him/her."
Request for a decision or commitment by one board member.	"That may be a matter for the whole board to discuss at a meeting, but I personally cannot make a commitment for the board."
A person scheduled for a hearing calls or emails information to the board.	"To be fair and impartial to all parties concerned with this case, I cannot hear/receive any information from you about this case. I would have to withdraw myself from it entirely."
The same person calls and stops you every time you see them. You tire of the same complaint and because you want to help them, you want to say, "I'll take care of that!"	"I appreciate your concerns and will forward them to the superintendent."



