

Woodbridge Board of Education
Woodbridge Board of Education Special
Meeting
Monday, September 12, 2011 7:15 PM

Woodbridge Board of Education Special
Meeting September 7, 2010 6:30 PM BRS
Library Media Center

Agenda

- I. **Call to Order**
- II. **Public Comment**
- III. **Board of Education Committees**
 - A. Committee Chairs and Membership
 - B. Committee Charges - Review Policy Recommendations
 - C. Meeting Times, Memberships, Minutes, etc.
- IV. **Discuss Board of Education Goals**
- V. **Adjourn**

Bylaws of the Board

Standing Committees

The following shall be the standing committees of the Woodbridge Board of Education. The Chairperson shall appoint at least three Board members to each committee and may revise committee appointments at any time. The Chairperson shall be an ex-officio member of each committee. **Each of the following may designate one individual per committee to represent their respective organization at committee meetings: the Superintendent and/or his/her designee(s), the Board of Selectmen, the Board of Finance,** the Woodbridge Education Association and the Beecher Road School PTO. ~~may each designate one individual per committee to represent their respective organization at committee meetings. The Superintendent is a member of each committee and may appoint up to two additional administrators/ supervisors to serve on each committee.~~

Policy decisions of the committees are non-binding, only the Woodbridge Board of Education may determine policy.

All committees of the Woodbridge Board of Education shall follow the provisions of the Freedom of Information Act as required by statute.

The standing committees:

- A. Finance
- B. Policy
- C. Facilities
- D. Curriculum**

Legal Reference

Connecticut General Statutes

- 1-200 through 1-241 of the Freedom of Information Act**
- 1-200 Definitions**
- 1-226 Meetings of Government Agencies to be Public**
- 10-220 Duties of Boards of Education**

Adopted by the Board: 11/05/79; Revised 1993; Approved 3/29/93; Revised 11/00; Revised 8/20/01; Revised 1/22/02; Revised and Approved 10/20/03; Revised 11/15/04; Revised 9/19/05; Reviewed

Bylaws of the Board

Standing Committees

Policy Committee

A Policy Committee shall be a standing committee of the Woodbridge Board of Education with membership appointed in adherence with Board Policy 9132.

The Policy Committee shall meet as needed to consider matters pertaining to the creation, deletion, revision or interpretation of Board policies and bylaws and make recommendations for action to the Woodbridge Board of Education as necessary.

(cf. 9132 Standing Committees)

Adopted by the Board:

Bylaws of the Board

Standing Committees

Curriculum Committee

The Woodbridge Board of Education shall operate as a Committee-of-the-Whole in consideration of all matters pertaining the review and approval of curriculum for the district. Curriculum, of the Woodbridge School District, guides the teaching/learning process by defining what is to be learned, how it is to be learned and how the students' understanding of the content will be assessed. The Woodbridge Board of Education will ensure that the district has a planned and systematic process to develop and review curriculum in order to maintain programs consistent with quality standards.

Curriculum recommendations will be presented by the Superintendent to the Woodbridge Board of Education, which acts as a Curriculum Committee-of-the-Whole. The Woodbridge Board of Education recognizes its obligation to oversee the curriculum development/revision process and acknowledges its statutory responsibility to recommend, develop, revise and approve all curriculums for the school district. The Board will also review and take formal action on modifications which represent a significant change in the direction for a given program or subject area, which will have an impact on the continuity or coordination of another program or subject area; which will require a substantial increase in resources, either immediately or in foreseeable future; or which will have high visibility and interest in the public eye.

Responsibility for the specific content, sequence and organization framework of the curriculum shall rest with the Superintendent and/or his/her designee(s).

(cf. 9132 Standing Committees)

Adopted by the Board:

Bylaws of the Board

Standing Committees

Finance Committee

A Finance Committee shall be a standing committee of the Woodbridge Board of Education with membership appointed in adherence with Board Policy 9132. The Finance Committee shall meet as needed to review and make recommendations to the full Board for the following items:

- Requests for additions to the budget as identified by the Superintendent.
- Requests for line item transfers as identified by the Superintendent.
- Annual town audit reports.

The Finance Committee shall meet to monitor, and keep the Board informed regarding the fiscal status of the school district for the following:

- Budget-to-actual expenditures (monthly).
- Grant fund budget-to-actual expenditures (quarterly).
- Capital budget-to-actual expenditures (annually).
- Project budget-to-actual expenditures for special projects (as needed).

Roberts Rules of Order

Committee Appointments

If the chair appoints or nominates the committee, s/he has the duty to select its chairman - which s/he does by naming that person to the committee first - and the committee cannot elect another. The chair should not state the name of any committee member until s/he has decided his/her preference for chairman.

If the committee is named by a power other than the chair (such as the assembly or the executive board), the body that elects the committee members has the power, at the time the appointment are made, to designate any one of them as Chairman. If a chairman is not designated when the committee is appointed, the committee has the right to elect its own chairman. Since such a committee may confirm its first-named member in the chairmanship, it is important that this person be qualified and dependable."

Abstention

Roberts Rules of Order - Although it is the duty of every member who has an opinion on a question to express it by his vote, s/he can abstain, since s/he cannot be compelled to vote.

Note: The BOE has not formally adopted adherence to Roberts Rules. Each Board has chosen to use Robert's Rules as a guideline in parliamentary procedure not strict adherence.

2011/12 DISTRICT GOALS

Goal 1:

Prepare every child to be a highly successful and independent reader, writer, critical thinker and problem solver by the end of sixth grade.

Goal 2:

Build the foundations of character and wellness that are essential for responsible participation as a local, national and global citizen.

Goal 3:

Maximize the use of district resources; building, grounds, budget process and contract negotiations.

WBOE Board Goals 2011-2012

Category	Goal	Details	Date Due	Checkpoint
Board Operations	Develop Board Protocols	1. Develop protocol for CONSENT AGENDA 2. Develop protocol for ACTION ITEMS, including table of all Action Items and status	September Meeting	
	Develop Board Calendar	Develop Board Calendar – maintain for each meeting	September Meeting	Each meeting
	Support Move to Single School	Any WBOE actions needed?	June 2012	December, May Meetings
Curriculum	Understand district strategies to maximize individual student learning.	1. Understand instructional strategies supporting differentiation – current and planned. 2. Understand TAG recommendations/plan and monitor progress	Common CORE – Math Math Update	October Meeting Feb/March
	Support and fund data analysis of existing assessment tools.	Fund consulting source	Baseline CMT Presentation	September Meeting
	Review, approve and support Technology Plan	Understand Technology plan/assessments and impact on future budget requests (i.e. iPad project)	October Meeting	
Facility/Grounds	Support grounds plan/implementation	Facility committee – bring action items to full WBOE	Monthly report from Facilities Committee	
	Promote Building Upgrade	Town will establish next moves/timeframes – WBOE needs to keep on top of schedule/plans – promote urgency.	? – phased upgrade plan?	
	Support Playground Upgrades	WBOE member liaison to playground committee (opportunity may exist within Fuss & O'Neill project)	January Meeting	
Communications	Support expansion of 'climate' survey to include parents & teachers			
Professional Development	Engage in Professional Development of WBOE members	Attendance at ACES meetings Attendance at CABE meetings Attendance at other local BOE meetings (Amity, etc.)	Ongoing	Reports at each meeting from attending members.
Policy	Continue and complete CABE supported review of entire Policy Manual, with priority to "hot" topics/laws.	Policy committee will continue to review all policies in detail, in the order already set up, with any "hot" topic areas (bullying, health, Parent/Board communications) reviewed first	Consent agenda, with 'extractions' handled at November, January, March & May Meetings	