

Governance Committee Agenda
September 25, 2019
4:00 pm – 6:00 pm
South Coast ESD Board room

Governance CIP Goals:

- a. Given the long range plan and tools associated with monitoring goals, review and modify tools as needed by May, 2020.
- b. Given the need for more specific information from parents and community members, programs will develop and implement monitoring tools such as focus group data, survey tools, parent tools etc. by June 30, 2020
- c. Given the need for more staff participation, the organization will develop an incentive program to encourage involvement in committees by September 30, 2019.

Hire to Retire

- a. Given the hire to retire program, the organization will develop and evaluate a new orientation and on-boarding program and report to the board by October 31, 2020.
- b. Given the hire to retire program, the organization will develop a least three new tools to increase staff access and/or involvement in the organization by June 30, 2020.
- c. Given the hire to retire program, the organization will research, develop and implement at least two new retention programs by June 30, 2020.

Equity Plan

- a. SCESD staff and stakeholders will receive training on equity related topics such as race, gender, age, sexual orientation, culture, religion family structure, socio-economics and/or disability including administration, board members, staff, parents and students by June 30, 2020.
- b. Professional/personal development for all administrators to develop skills and capacity to address issues of equity at the district, building and school level will be provided on an on-going basis by June 30, 2020.
- c. The Hire to Retire Committee will identify a professional development plan for teachers that support the acquisition of instructional strategies that address equitable outcomes for all students by June 30, 2020.
- d. The hire to retire committee will establish a mechanism to monitor the implementation of the equity plan by June 30, 2020.

Governance Long Range Goals:

- a. All ESD team members will participate in the adopted evaluation process and will demonstrate proficiency to the plan year percentage rate.
- b. Given the ESD Customer Assistance Survey in the area of growth, participants will respond agree or strongly agree that the ESD staff increase their professional practice in the scope of their work from year to year to the plan year percentage rate.
- c. Given the evaluation data system and the Customer Assistance Survey for staff in the area of growth, the organization will evaluate designated employees with evaluation feedback to the plan year percentage.
- d. Given the ESD Governing Design Committees (Governance, Communication, Sustainability), the committees will meet three times a year with at least 50% of participants present, review growth smart goals, analyze pertinent data and develop objectives to address the goals to the plan year percentage rate.
- e. Using the Local Service Plan metric, the combination of the participants understanding of the Local Service Plan, the district approval rate, and the percentage of flex credits utilized will equate to the plan year percentage.
- f. Given the Customer Assistance Survey, participants will respond agree or strongly agree that the ESD staff work collaboratively to implement program(s) that are flexible and creative in order to meet the needs of students, families and districts from year to year to the plan year percentage rate.
- g. Given the ESD Program Services and Sustainability metric, the ESD will increase it's offering of new and relevant programs and services from year to year to the plan year percentage rate.

AGENDA

1. Action Item Review

ACTION – On Triangle Form consider creating a box for a Fire-able offense and what that looks like/mean and how to make that jump by April 8, 2019.

ACTION – Tenneal to partner Professional Working Agreement and Progressive Positive Intervention Program and create training for Managers to include documentation due August 19, 2019.

ACTION – market open positions better, improve screening, the need to conduct better pre-reference/reference checks, create a rubric/guidelines of follow up reference checks, secondary digital references due April 8, 2019.

Action Items from April meeting

ACTION – Tenneal to review and resurrect the bottom box on the original which provided worst case scenario information going directly to the top/pink.

ACTION – The team agreed to make the changes and implement in programs immediately.

ACTION – to Communication committee to sign on with Haven Group to provide free/no fees in addition to American Fidelity.

ACTION – Kathleen created a two year PD plan and has asked the Leadership team to provide the same training through the next year, which they have all agreed to.

ACTION ITEM FROM LEADERSHIP AGENDA

ACTION - Put Professional Development survey out again next spring.

2. Equity

- Review plan

- Discuss Implementation

3. Hire to Retire

- Review Hire to Retire program

- Update on New Employee Day, Orientation, All Staff Day

- Stipend evaluation process

- Retention study discussion

- Analyze turnover/report

4. Long Range Plan

- Review LRP

- Elevator speech subcommittee

- Ideas for how to reach groups in Customer Assistance Survey

- Survey tool subcommittee

19/20 committee meetings the SCESD board room from 4:00-6:00 pm on the following dates:

Sept. 25

Feb. 6

April 2

June 4 – if needed

COMMITTEES GET TOGETHERS – NOV. 18, MARCH 16, MAY 18 FROM 4-6 PM IN THE SCESD CONFERENCE ROOM

19/20 committee members:

Board – Bruce Levy, Corinne Potts

Administrators – Chair Tenneal Wetherell, Kathleen Stauff, Brandie Monroe, Kathy Metzger

Licensed staff: Shannyn Sullivan

Full-time staff: Open

Part-time staff: Open