

Governance Committee Agenda
February 6, 2020
4:00 pm – 6:00 pm
South Coast ESD Board room

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.

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. - COMPLETED

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. - COMPLETED
- 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. **REMIND committee focus group.**
- c. Given the hire to retire program, the organization will research, develop and implement at least two new retention programs by June 30, 2020. **PlanMember and partners**

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.
ACTION – needs a sub committee
- d. The hire to retire committee will establish a mechanism to monitor the implementation of the equity plan by June 30, 2020.

AGENDA

1. Action Item Review

ACTION - Start slowly to come to common equity language, speech, accessibility.

ACTION – Corinne and Kathleen will work with SWOCC to see what courses are available and how to move evening classes forward by 2/6 meeting.

2. Old Business

- Equity plan update and collaborative discussion.

ACTION – Brandie and Tenneal will research 5 years of data with regards to the staff position, the number of years in the position and the reason, if stated, for leaving the organization. Due at 2/6 meeting.

ACTION – Tenneal to send out sub-committee requests for Stipend, Elevator speech and Customer Survey participants by 10/4/19.

3. New Business

- Review subcommittee work

- Elevator speech

- IA retention/growth

- Customer Assistance Survey

- Stipend evaluation

- Onboarding tools

- Analyze turnover/report

- Parent survey

- Parent engagement plan

- Recruitment – staff refer a candidate and receive a coffee/gift card (see ORCA flyer)

- Off boarding checklist

4. Subcommittee assignments

- Culture of on boarding new employees

- Focus group

- On-going IA retention group

- Off boarding staff

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

April 2

June 4 – if needed

COMMITTEES GET TOGETHERS – 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: Barbara Buckley

Part-time staff: Open