

West Geauga Board of Education
Special Meeting
Tuesday, September 4, 2012
Punderson Manor House
8:30 a.m.

Board President Beers called the meeting to order at 8:55 a.m. with the following members present: Mr. Beers, Mrs. Dottore, Mrs. Gillmore, Mr. Kilroy and Mr. Kotowski

Mr. Podgurski served as the morning facilitator. The Board of Education, Superintendent Palmer and Treasurer Tullai spent the morning discussing the following areas:

Board Policy Summary

- Discussion regarding why the policy summary was created
- Clarification and discussion of the protocol of requesting information
- Combination of Superintendent requested items and NEOLA policy manual
- Data flow and transparency items are issues
- Policy summary is a highlights page
- Preparation for new Board members
- Policy committee will review

Agenda

- The Superintendent, Treasurer and Board President determine the agenda
- Immediate action items vs. non immediate action items
- Process for additions/changes to the agenda
- Roberts Rules of Order is the protocol for meetings
- Superintendent and/or Treasurer determine if material is for executive session
- Superintendent Palmer stated he plans to send agendas out earlier than present schedule
- Refer agenda questions to the Superintendent or Treasurer
- The Board will review a mechanism to bring up new and additional issues at Board meetings – possibly a category “New Board Business”
- Individual Board members understand that discussion of an agenda item only occurs after a proper motion and second

Executive Session- the following are all part of Mr.Podgurski's comments/suggestions

- Law States specific reasons for executive session.
- Moving forward the Board members have an understanding of the need for executive session confidentiality and anyone invited to attend needs to know everything said is confidential
- All need to challenge each other and act as a moral compass
- Board members may leave executive session if they are uncomfortable with the session
- Be cautious with slander, defamation and legal terminology
- Executive session discussion is not privileged, it is confidential
- Good practice to have discussions about specific personnel in executive session
- Student discussion must be in executive session, unless parent requests open session
- Transparency vs. executive session

Reduction Process

- Discussion must be in open session
- Board responsibility is to agree to make reductions
- Names and personalities should not be part of the decision process
- Mr. Palmer stated the reduction process he has followed: Talk to building administrators for input on least disruptive reductions, create a target reduction figure, list positions to be eliminated

Sunshine Law

- Three or more Board members may not deliberate board business outside of a Board meeting
- Emails constitute communication under the Sunshine law
- Always ok to talk to the Superintendent or Treasurer on common issues

Miscellaneous items

- Specific items may be discussed in committee instead of additions to the agenda
- Mr. Podgurski's legal responsibilities regarding Board actions
- Governance vs. management
- Information requests and how they are processed
- Roles – building volunteer or Board member
- Mr. Palmer asked the Board to not burden him with the past, so we cannot move forward. Give him a chance to do new things and move ahead.

Board Self Evaluation – Mr. Beers

Mr. Beers explained Board policy directs the Board do a yearly self evaluation. OSBA has an instrument that was given to the members. OSBA also has a Boardsmanship booklet. The Board members are to read through the materials for future discussion.

District Goal Recommendation and Development – Mr. Palmer

Mr. Palmer distributed a list of four District goals (attachment A) and asked the Board and Treasurer to write items related to each goal. The comments were grouped by like subjects. Mr. Palmer will create a document with the information for future Board discussion.

Superintendent Goal Development – Mr. Palmer

Mr. Palmer will develop Superintendent goals using the District goals as a framework.

Mr. Kilroy left at 4:00 p.m.

Levy

The group reviewed the three previous attempts and literature associated with them. Mr. Palmer felt the two immediate items are to appoint a chair or co-chairs and to start fundraising. Many ideas were exchanged including potential chairpersons, the type of literature to create, the amount of funds needed to run a campaign, the need for community involvement, the Board as supporting roles, having a steering committee consisting of the chairpersons of each committee, two Board members, Superintendent and Treasurer

A motion was made by Mr. Beers and was seconded by Mrs. Dottore, to adjourn the meeting at 5:25 p.m.

Roll call: Yes: Beers, Dottore, Gillmore, Kotowski

Motion carried

Board President

Treasurer