

APPROVED
19-2003

Rockville, Maryland
May 13, 2003

The Board of Education of Montgomery County met in special session at the Carver Educational Services Center, Rockville, Maryland, on May 13, 2003, at 8:30 a.m.

ROLL CALL Present: Mrs. Patricia B. O'Neill, President
 in the Chair
 Mr. Kermit V. Burnett
 Ms. Sharon Cox
 Mr. Reginald M. Felton
 Dr. Charles Haughey
 Mr. Walter Lange
 Mr. Gabe Romero
 Mr. Mihyar Alnifaidy, Student Board Member
 Mr. Sagar Sanghvi, Student Board Member-Elect
 Dr. Jerry Weast, Secretary/Treasurer

Absent: None

Re: **RETREAT ON THE BOARD'S SELF-ASSESSMENT AND
NEXT STEPS**

The facilitator, Kitty Blumsack, lead the Board through the booklet, *School Board Resource Guide*. The "Systems Check for the School Board Team" included the following areas of assessment: leadership, strategic planing, student and stakeholder focus, information and analysis, human resource focus, management of district processes, and district results.

Under each of the above topics, Board members ranked the following questions:

1. How well are we doing this?
2. What are the barriers to doing this?
3. What do we need to do to accomplish this?

The Board identified the following barriers and what needs to be done for each topic (not in priority order):

Leadership

Barriers to leadership are the lack of will to set Board goals, reach stakeholders with those goals, articulate clearly student and stakeholder requirements, involve stakeholders, reach all groups (do the Board's contacts represent a wide group of constituents), communicate items in Handbook and monitor, internalize published goals, set aside time to adequately address issues, plan for achieving goals, institute

consistent and overt communication, commit to Baldrige, train new Board members on process and Baldrige, pay attention to issues, input from public opinion has too many voices and it is hard to get everyone's input, identify key stakeholders, and commit time/money/will.

The Board needs to verify stakeholders, bring all Board members "up to speed," establish process to monitor and communicate progress at all levels, create realistic plans for goals, and use retreat time to examine how the Board functions.

Strategic Planning

Barriers to strategic planning are the lack to reach all stakeholders, define parameters for involvement, understand difference between advisory/authority, establish expectations for input, seek diverse views, set separate goals for the Board, and articulate clearly to students and stakeholders.

The Board needs to find ways for different interest groups to hear each other, review how the work is to be done and agree on a process, clearly define process for working with stakeholders with consistent terminology, identify message, audience and media, formal monitoring progresses, ensure structure for continued improvement for productivity and effectiveness, review the infrastructure of the Board, develop action plans, develop mature committee structure, institute a formal process for academic and non-academic priorities, and discuss individual priorities aligned to Board goals.

Student and Stakeholder Focus

Barriers to a student and stakeholder focus are a lack of inclination to approach and communicate with those who do not traditionally approach the Board and articulate clearly how to be successful.

The Board needs to expand its view (who do we listen to?), build positive relationships, and generate monitoring and self-assessment standards.

Information and Analysis

Barriers to information and analysis are a lack of inclination to monitor and communicate success.

The Board needs to be more data driven.

Human Resource Focus

Barriers to a human resource focus are a perceived self aggrandizement.

The Board needs to consider a paperless work environment.

Management of District Processes

Barriers to management of district processes are a need to read the material and be prepared for meetings.

The Board needs to have facts for analysis, monitor the school system, and rate themselves as a management team.

District Results

Barrier to district results is that there is no system for past performance.

Lessons Learned at the Retreat

The Board members thought that time was a constraint, need for time for Board members, take time as a Board to talk about Board work, useful experience, defining stakeholders, define communication process, improvement plan, and congenial Board.

For next steps the Board will:

1. agree on goals and develop priorities and actions (rank actions and give to officers)
2. review of communication and stakeholder involvement (send to Research and Evaluation Subcommittee)
3. put into place a process to monitor and communicate progress at all levels (identify message, people, media)
4. ensure a viable structure exists to assure continuous productivity and effectiveness (as Board members change)
5. create time for retreats.

The retreat adjourned at 12:25 p.m.

PRESIDENT

SECRETARY

JDW:gr