

**New Milford Board of Education
Special Meeting Minutes
May 31, 2017
Lillis Administration Building – Board Room**

Present:	Mr. David A. Lawson, Chairperson Mrs. Angela C. Chastain Mr. Robert Coppola Mr. Bill Dahl Mrs. Wendy Faulenbach Mrs. Tammy McInerney Mr. J.T. Schemm
Absent:	Mr. Dave Littlefield Mr. Brian McCauley

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NEW MILFORD, CT

Also Present:	Mr. Joshua Smith, Superintendent of Schools Mr. Nick Caruso, CAFE Senior Staff Associate for Field Service
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1. A.	Call to Order Pledge of Allegiance The Board workshop special meeting of the New Milford Board of Education was called to order at 6:30 p.m. by Mr. Lawson. The Pledge of Allegiance and a moment of silence immediately followed the call to order.	Call to Order A. Pledge of Allegiance
2.	Public Comment • There was none.	Public Comment
3. A.	Discussion CAFE Senior Staff Associate for Field Service Nick Caruso will facilitate discussion regarding Board roles, responsibilities and goal setting. • Mr. Caruso said the goal for tonight's meeting is to develop the agenda for the summer retreat. • Mr. Smith said he wanted to determine Board expectations for the retreat so he could prepare data to inform the expected conversation. • Mr. Caruso suggested the retreat could include a Board self-evaluation, completed ahead of	Discussion A. CAFE Senior Staff Associate for Field Service Nick Caruso will facilitate discussion regarding Board roles, responsibilities and goal setting.

	time, on such topics as vision, community leadership, ethics, operations, and the superintendent/Board relationship. This evaluation would provide a benchmark going forward and help pinpoint Board strengths and areas for improvement. This in turn could lead to the development of a few Board goals which would in turn drive district goals and the superintendent evaluation. • Mr. Lawson suggested that Board goals be broken down into-short term and-long term goals as many times there is a financial component that affects the outcome. • Mr. Caruso agreed and emphasized that the focus should be on the goal first and then how to make it happen will follow. • Mr. Smith said the development of goals and priorities would be very helpful to inform any required adjustments to the budget. • Mrs. Faulenbach agreed, saying the Board sometimes gets accused of “pulling something out of a hat”. Developing goals and a plan will show that this is not so and gives the Board something to point to in response. • Mr. Smith said goals will focus district priorities and enable alignment system-wide. He said the idea is to start with a few goals and build over time. • Mrs. McInerney said having a district plan in place helps keep everyone in focus and on the same page, and when new ideas and suggestions are shared with the Board, we should first look to see if it aligns with a Board goal. • Mr. Coppola said he thought these were very important conversations to have and he appreciates the workshop format because the Board meeting structure is not set up for these types of conversations now. • Mr. Caruso suggested that the retreat include a segment on governance as well so the Board could look at any adjustments that could allow these conversations to occur in the future.	
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| | <ul style="list-style-type: none">• Mr. Lawson suggested that a regular schedule of workshops be developed.• Mrs. Chastain suggested one or two social events for Board members where they could get to know each other on a different level.• Mr. Caruso suggested the retreat begin with a “why you are here” question to provide background.• Mr. Schemm said he thought the “why” was very important to discuss because it’s the “why” that drives individual Board members into action.• Mr. Lawson asked that all Board members receive a copy of the most recent strategic plan to inform future discussion.• Mr. Caruso asked about current strategic planning. Mr. Smith said strategic planning is in next year’s budget but may fall to budget cuts. He said if that is the case the Board could do some of this process internally at least.• Mr. Caruso said any goals should include a framework for their development and that this would be a good topic for day two of the retreat.• Mr. Dahl agreed and said that any district-wide goals should include evidence at all levels.• Mrs. McNerney said she thought the framework would be very helpful in identifying questions that should be answered every time, similar to what takes place now with the curriculum framework.• Mr. Schemm said this would allow the actual meetings to focus on extension questions instead of wasting time on clarifications.• The Board agreed with the proposed retreat agenda topics.• Mr. Lawson asked that Board members complete the self-evaluation and return it at the next scheduled Board meeting so that they could be sent to Mr. Caruso for review. | |
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4.	Adjourn Mr. Dahl moved to adjourn the meeting at 7:41 p.m., seconded by Mr. Lawson and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 7:41 p.m.
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Respectfully submitted:



Tammy McInerney
Secretary
New Milford Board of Education