

## **Special Board of Education Meeting/Governance Workshop (Wednesday, January 11, 2023)**

*Generated by Shannon Martinez*

### **Members present**

Michael Allman, Katrina Young, Rimga Viskanta, Jane Lea Smith, Phan Anderson

### **The meeting was called to order at 9:04 AM**

#### 1. Call to Order

##### A. Welcome

##### B. Pledge of Allegiance

Trustee Smith led the Pledge of Allegiance.

##### C. Approval of Agenda

Motion to approve the agenda.

**Motion by** Katrina Young, **second by** Phan Anderson.

**Final Resolution:** Motion Carries

**Yes:** Michael Allman, Katrina Young, Rimga Viskanta, Jane Lea Smith, Phan Anderson

#### 2. Public Comment - Agenda Items

There was one public speaker.

Melissa Fischel 3a and 3b

#### 3. Board Study Session

##### A. Board of Trustees Governance Workshop

Jim Hugel led a Governance Workshop and discussed the strengths and challenges facing the district including core governance team topics, including unity of purpose, roles, responsibilities, norms, board meetings, and governance protocols and processes as well as a discussion of communication protocols for board members.

##### B. Approve Board Governance Protocols for the 2022-2023 School Year

Motion to approve the following protocols and develop the board agenda:

- The board president will work with a rotating board member and the superintendent on developing the board agenda. Ultimately the board president will have the decision to approve the items that get on the agenda
- Any items submitted by a board member under the future agenda items of a board meeting will be put on the agenda within the next agenda or two
- If a board member sends an email prior to a meeting to request an item be placed on the agenda, as long as it meets the board agenda submission deadline and there is time for staff to prepare the agenda item it will be added. If not it will go on the next agenda and a conversation will take place in the public board meeting for the item to be added to a future agenda
- Supplemental documents for agenda items from the board will go to the superintendent. The superintendent will work on a document naming convention and share with the board a template that could be used for the title. It will be left up to the superintendent with the timing as to whether it will be shared with the board and posted on the website or hard copies of the document be brought to the board meeting for the board and public
- The subcommittee for the governance manual is going to be Trustee Allman, Trustee Smith, and the superintendent. Trustee Young will be the alternate
- We will attempt to have the board governance handbook completed by the February board meeting.
- The superintendent will text the board for important time-sensitive items otherwise if it's not time-sensitive the superintendent can communicate via email
- Any type of community complaints or parent issues or concerns can be referred by the board to site leadership with a copy going to the superintendent so that the superintendent can follow up with leadership
- We will be reviewing these protocols in three months and doing a Brown Act Workshop.
- During the board meeting any document a board member would like to present the board member will send it to the superintendent and the superintendent will share their screen

**Motion by** Michael Allman, **second by** Rimga Viskanta

**Final Resolution:** Motion Carries

**Yes:** Michael Allman, Katrina Young, Rimga Viskanta, Jane Lea Smith, Phan Anderson

4. Adjournment

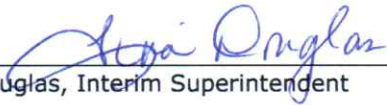
The meeting was adjourned at 1:37 pm



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Clerk of the Board of Trustees

5-17-23

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Date



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Tina Douglas, Interim Superintendent

05/19/2023

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Date

Minutes Adopted: 5/17/23