

The Board of Directors of the Yakima Public Schools met December 2, 2006, at Yakima School District Central Services, Conference Rooms A and B, 104 N. 4<sup>th</sup> Avenue, Yakima, Washington. This meeting was advertised as required by law.

Present were: Vickie Ybarra, President; John Vornbrock, Vice President; Martha Rice; Raymond Navarro, Jr.; and Walt Ranta, members; and Benjamin A. Soria, Superintendent. Others in attendance were Jack Irion, Becky Scholl, and Sharon Surbrook.

President Vickie Ybarra called the meeting to order at approximately 8:38 a.m.

### **Discussion**

#### **1. Policy Governance – Policy Development and Training**

The board and superintendent met to continue their work toward the transition to Policy Governance. Connie Fletcher, consultant, facilitated the day's discussions. Jack Irion, Deputy Superintendent, and Becky Scholl, Executive Director of Student Services, were available for input as needed.

##### **Policy Type: Ends 1.0** (Reviewed)

The board and superintendent reviewed the Ends 1.0 policy developed at their December 1 work study session. Goals were outlined in the policy to align with the district's three main Roadmap goals of academic achievement, student attendance, and parent/community involvement. The board revised the listing of priorities for use of the district's resources to ensure an increase of the goals.

##### **Policy Type: Governance Process 3.0** (Continued)

The board and superintendent continued their work from the previous day, reviewing and revising policy templates to fit the board's goals. The policies below were reviewed and revised.

##### 3.4 Board President's Role

Item 1B: The board and superintendent discussed how incidental information should best be provided to the board from the superintendent. Vickie Ybarra indicated the informational presentations may need to be reduced to allow meeting time needed for planning, decision making and report monitoring.

##### 3.5 Board Members' Code of Conduct

##### 3.6 Board Committee Principles

##### 3.7 Board Committee Structure

##### 3.8 Cost of Governance

##### 3.9 Process for Addressing Board Member Violations

##### **Policy Type: Board-Management Linkage 4.0**

4.0 – Global Governance-Management Connection – The board's sole official connection to the operational organization, its achievements and conduct will be through a Chief Executive Officer, titled Superintendent.

##### 4.1 – Unity of Control

##### 4.2 – Accountability of the Superintendent

##### 4.3 – Delegation to the Superintendent

##### 4.4 – Monitoring Superintendent Performance

As indicated in Policy 4.4 Item 8, the board set the frequency and method for the board's monitoring of all policies that instruct the superintendent. The board can monitor any policy at any time by any method, but will ordinarily depend on the routine schedule.

<b><u>Policy</u></b>	<b><u>Method</u></b>	<b><u>Frequency</u></b>
<b>1.0 Ends</b>	<b>Internal</b>	<b>Annually</b>
<b>2.0 Global Executive Limitations</b>	<b>External (State Audit)</b>	<b>Annually (June)</b>
<b>2.1 Treatment of Students and their Parents or Guardians</b>	<b>Internal</b>	<b>Annually</b>
<b>2.2 Treatment of Staff</b>	<b>Internal</b>	<b>Annually</b>

<u>Policy</u>	<u>Method</u>	<u>Frequency</u>
<b>2.3 Financial Condition and Activities</b>	<b>External (Audit) Internal (Financials)</b>	<b>Annually Monthly</b>
<b>2.4 Financial Planning/Budgeting</b>	<b>Internal</b>	<b>Quarterly</b>
<b>2.5 Asset Protection</b>	<b>Internal</b>	<b>Annually</b>
<b>2.6 Facilities</b>	<b>Internal</b>	<b>Annually</b>
<b>2.7 Emergency Superintendent Succession</b>	<b>Internal</b>	<b>Annually</b>
<b>2.8 Compensation and Benefits</b>	<b>Internal</b>	<b>Annually</b>
<b>2.9 Communication and Support for the Board</b>	<b>Internal</b>	<b>Annually</b>

**Community Linkage** – Methods to involve the community were shared. For community linkage meetings, the board must determine ‘what’ the question is, ‘who’ should be heard from, and ‘how.’ For the ‘what’, the board is to set a ‘conversation starter’ with follow-up questions that are ends-appropriate, taking care to ask the same question with each group. A process needs to be put in place for recording, transcribing and processing what is learned at each community meeting and the results used to develop Ends statements. The board will use what is learned in the next six months through community linkage toward the Roadmap update scheduled for June 2007. Vickie Ybarra clarified that the current work by staff to revise the Roadmap is not to develop the Ends. It was noted that the board and superintendent’s team should coordinate regarding the community groups they meet with, and there should be a couple of open-invitation community meetings. For their first set of Community Linkage meetings, the board suggested the following:

Conversation Starter: ‘Envision what the Yakima Community will be like when our kindergartners graduate from high school. What skills, knowledge and abilities do the children of our community need in order for them to live successful and productive lives and to contribute to the community?’

Follow-up Question: “Of these, which do you think are most important? Which do you think the schools should concentrate on?”

Suggested Priority Groups: Suggested priority groups were: Higher Ed; Trades and Technical Education; Business; Senior Citizens; PTO/PTA Council; PAC; City Council; Health and Health Services; Faith Community; Special Needs Parents; and Key Communicators. It was decided that day meetings would work best for all but the parent groups.

A calendar for linkage meetings, board development opportunities and other board business such as bond talks, and policy monitoring were drafted.

An example of an Internal Monitoring Report and worksheets for practice scenarios were provided to the board.

## **2. Adjournment**

At 2:43 p.m., there being no further business, the meeting was adjourned.

Signature on File  
Vickie Ybarra, Board President

Signature on File  
Benjamin A. Soria, Secretary to the Board