

ROCHESTER BOARD OF EDUCATION

Business Meeting

Minutes

March 23, 2010

Attendance: President Evans, and Commissioners Cruz, Elliott, Powell, White and Williams; Superintendent Brizard; and Board Clerk Shanai Lee.

President Evans convened the meeting at 5:34 p.m.

Commissioner Williams arrived at 5:50 p.m.

- I. Commissioner White led the Pledge of Allegiance to the flag.
- II. **Motion to accept minutes** of the February 23rd True North Preparatory Charter School Public Hearing, February 23rd Rochester Career Mentoring Charter School Public Hearing, and the February 25th Business Meeting was made by Commissioner White. Seconded by Commissioner Powell. Adopted 5-0 with Vice President Campos and Commissioner Williams absent.
- III. **Student Recognition:** None.
- IV. **Speakers Addressing an Agenda Item and Speakers on other than Agenda Items:** Parent Elaine Francesco spoke about the parent representation on standing committees of the Board. Community member Charlie Richardson spoke about the value that Franklin High School has brought to students and the community as a whole. Staff members Susan Tkach, Ellen Best, and John Gabriele spoke about the importance of arts and music programming as a part of the District's curriculum.

Superintendent's Report: Mr. Brizard began by announcing that Dr. Michele Hancock was recently selected to become the next superintendent of the Kenosha Unified School District No. 1, and Dr. Ray Giamartino was selected to serve as the superintendent of the East Rochester School District. He congratulated Dr. Hancock and Dr. Giamartino for their many accomplishments while serving as leaders in the Rochester City School District. Mr. Brizard also recognized the hard work and effort made by the District's Budget Department in compiling the proposed 2010/11 budget. Mr. Brizard then introduced Dr. Jeannette Silvers to present information on the District's Office of Accountability.

Dr. Silvers presented information on the Office of Accountability including the mission and responsibilities of the department. She noted that mission of the department is to assist in the education and instruction of students by providing timely, accurate, reliable and relevant information in congruence with District Goals. Dr. Silvers said the department works to verify and communicate data regarding State assessments, Special Education, Violent and Disruptive Incident Reports (VADIR) and Basic Educational Data System (BEDS) to the State. She said the department is sharply focused on the District's core values of Achievement, Equity, and Accountability and assists District partners in by evaluating how processes and programs can improve by monitoring the accountability and progress of the District's schools in the education of our students.

Commissioner Elliott stated that she has been critical of the Office of Accountability in the past, because the department has only provided data and has not provided the narrative and analysis necessary to enable the Board to make informed decisions.

Commissioner White noted that the Board has discussed using student data and information to form policy and make recommendations to the superintendent that impact student performance. He asked for regular periodic reports on student performance. Mr. Brizard said that these reports can be provided on a monthly basis.

Commissioner Williams said the Board has already been provided with access to DataCation which is an online graduation eligibility data tracking system that enables secondary school leaders to seamlessly analyze individual student performance on a dynamic web-based platform. He noted that when interested in student data, all commissioners have the ability to access the most current information available which is housed in the DataCation system.

VI. **Board Reports:**

Audit Committee

Chair Allen Williams: The Audit Committee met on Monday, March 15th at 6:00 p.m. The Committee discussed the Office of Auditor General's Audit Plan and reviewed the Student Placement, Adult Education and Medicaid audits. The Committee noted that there were a few policy related recommendations that should be considered by the Policy Committee and the Auditor General will facilitate that process. The Committee also reviewed the Audit Committee Charter and made minor modifications to the Charter and agreed to forward the updated Charter to the Board for adoption at the next Board meeting. In addition, the Committee discussed the status of OAG's access to District information. The next Audit Committee meeting is scheduled for Monday, April 5th at 5:30 p.m.

Finance Committee

Chair Willa Powell: The Finance Committee of the Whole met on March 18th to receive the Superintendent's presentation of the proposed 2010-11 budget for the Rochester City School District. The regular monthly Finance Committee met immediately after the budget presentation to review the monthly financial report and to consider Resolution Nos. 2009-10: 703 – 721. The Committee seeks a motion to accept the February 2010 Financial Report. Motion to accept to the February 2010 Financial Report was made by Commissioner Powell and seconded by Commissioner White. The February 2010 Financial Report was accepted 6-0 with Vice President Campos absent. The next Finance Committee meeting will be held on April 15th at 5:30 p.m.

Excellence in Student Achievement Committee

Chair Van Henri White: The Excellence in Student Achievement Committee of the Whole met on Thursday, March 11th to review Resolution No. 2009-10: 725 which addresses adoption of the March 2010 School Portfolio Plan. An extensive overview of the plan was provided by the superintendent, Mary Doyle and Michael Allen. The Committee also discussed the closing and phasing out of the following schools: The Edison Campus, Franklin Campus, and Marshall High School. The Committee recommended advancing Resolution No. 2009-10: 725 to the full Board for consideration. Next month's Excellence in Student Achievement Committee meeting, scheduled for Thursday, April 8th at 5:30 p.m. will be a committee of the whole meeting. At that meeting, the Committee will receive a summary of the Year-End Performance and the facility modernization plans for School Nos. 2 and 6 and the Edison Campus.

Community and Intergovernmental Relations Committee

Chair Cynthia Elliott: The Community and Intergovernmental Relations Committee did not meet this month. The committee is scheduled to meet on Thursday, April 1st at 6:00 p.m. to discuss the legislative agenda and this year's committee goals.

Policy Committee

Chair Jose Cruz: The Policy Committee met on Tuesday, March 16th to discuss a number of issues: a proposal to amend the Responsible Bidder, Policy No. 6725, Change Order policy proposal, mechanisms for ensuring implementation of Board policies, and a status report on the review of required policies to update the Policy Manual.

Ms. Shanai Lee described collaborating with a number of staff in the Administration in considering an amendment to the Responsible Bidder, Policy No. 6725 to establish a District internal qualified bidders list. Ms. Lee explained that after considerable discussion, a decision was made to strengthen the criteria for determining whether a bidder is considered responsible, the grounds for disqualifying bidders, and to establish an appeals process. This was deemed preferable to creating an internal qualified bidders list because of the administrative time and effort involved in screening applicants and monitoring those on the list. The members of the Policy Committee voted unanimously to advance this amendment to Responsible Bidders policy to the full Board.

With regard to creating a policy regarding change orders, there seems to be a great deal of variation among school districts in terms of thresholds and the point at which the Board of Education is involved in reviewing and approving change orders. To provide Board oversight without creating substantial additional demands on the Administration, the Committee decided to recommend that: 1) all Board members examine the information in the quarterly Change Order Reports already provided; 2) the Finance Committee set aside time to analyze the quarterly Change Order Reports and include this in the agenda; and 3) written procedures be created as to the process for approving change orders and for reporting.

Board staff also provided a status report regarding review of legally required policies for updating the Policy Manual. Currently, four policies are in process and we hope to address at least some of them in the April meeting.

Board Governance Committee

Chair Melisza Campos: The Board Governance Committee met on March 8th to discuss proposed 2010/11 Board Goals and Deliverables, key dates for the Superintendent's contract review and evaluation, the proposed schedule for 2010/11 meetings of the full Board and Committees, and a proposal for a governance team leadership development program. At the meeting, the Committee discussed and compiled a proposed schedule for meetings of the full Board and Committees. The proposed schedule was compiled in attempt to standardize the Board's monthly meeting schedule. The Committee also reviewed and discussed a proposal for a board governance team leadership development program, administered by New York State School Boards Association. The program is can be customized to address such topics as Governance Team Performance Review/Setting Priorities, Governance Team Roles and Responsibilities, Developing a Communications Plan, Running Effective School Board Meetings, and Fiscal Management in Hard Times. The next Committee meeting is scheduled for Wednesday, April 14th at 5:00p.m., at that time the Committee will continue the discussion on the Board's annual work plan, proposed schedule of meetings, and proposed Board reform training.

VII. Resolutions

2009-10: 674-675: Motion to adopt was made by Commissioner White. Seconded by Commissioner Powell. Adopted 5-1 with Commissioner Elliott dissenting and Vice President Campos absent.

2009-10: 676-677: Resolutions pulled.

2009-10: 678-681: Motion to adopt was made by Commissioner White. Seconded by Commissioner Powell. Adopted 6-0 with Vice President Campos absent.

2009-10: 682: Motion to adopt was made by Commissioner White. Seconded by Commissioner Powell. Adopted 5-1 with Commissioner Elliott dissenting Vice President Campos absent.

2009-10: 683-686: Motion to adopt was made by Commissioner White. Seconded by Commissioner Powell. Adopted 6-0 with Vice President Campos absent.

2009-10: 687-688: Motion to adopt was made by Commissioner White. Seconded by Commissioner Powell. Adopted 5-1 with Commissioner Elliott dissenting Vice President Campos absent.

2009-10: 689-690: Motion to adopt was made by Commissioner White. Seconded by Commissioner Powell. Adopted 6-0 with Vice President Campos absent.

2009-10: 691-697: Motion to adopt was made by Commissioner White. Seconded by Commissioner Powell. Adopted 5-1 with Commissioner Elliott dissenting Vice President Campos absent.

2009-10: 698-702: Motion to adopt was made by Commissioner White. Seconded by Commissioner Powell. Adopted 6-0 with Vice President Campos absent.

2009-10: 703-704: Motion to adopt was made by Commissioner Cruz. Seconded by Commissioner White. Adopted 6-0 with Vice President Campos absent.

2009-10: 705: Motion to adopt was made by Commissioner Cruz. Seconded by Commissioner White. Adopted 5-0 with Commissioner Elliott abstaining due to professional relationship and Vice President Campos absent.

2009-10: 706-711: Motion to adopt was made by Commissioner Cruz. Seconded by Commissioner White. Adopted 6-0 with Vice President Campos absent.

2009-10: 712-714: Motion to adopt was made by Commissioner Cruz. Seconded by Commissioner White. Adopted 5-1 with Commissioner Elliott dissenting and Vice President Campos absent.

2009-10: 715: Motion to adopt was made by Commissioner Cruz. Seconded by Commissioner White. Adopted 6-0 with Vice President Campos absent.

2009-10: 716: Motion to adopt was made by Commissioner Powell. Seconded by Commissioner White. Adopted 6-0 with Vice President Campos absent.

2009-10: 717: Motion to adopt was made by Commissioner Powell. Seconded by Commissioner White. Adopted 5-1 with Commissioner Elliott dissenting and Vice President Campos absent.

2009-10: 718: Motion to adopt was made by Commissioner Cruz. Seconded by Commissioner White. Adopted 6-0 with Vice President Campos absent.

2009-10: 719-721: Motion to adopt was made by Commissioner Powell. Seconded by Commissioner White. Adopted 6-0 with Vice President Campos absent.

2009-10: 722-723: Motion to adopt was made by Commissioner Powell. Seconded by Commissioner Elliott. Adopted 6-0 with Vice President Campos absent.

2009-10: 724-725: Motion to adopt was made by Commissioner Powell. Seconded by Commissioner Elliott. Adopted 5-0 with Commissioner Williams abstaining due to professional relationship and Vice President Campos absent.

2009-10: 726-752: Motion to adopt was made by Commissioner Powell. Seconded by Commissioner Elliott. Adopted 6-0 with Vice President Campos absent.

Commissioner Powell left at 7:45 p.m.

VIII. **Unfinished Business:** None.

IX. **New Business:** Commissioner Cruz, as Chairman of the Policy Committee, introduced an amendment to the Responsible Bidder Policy, No. 6725 as a discussion item. The amendment strengthens the criteria for determining whether a bidder is deemed responsible, the grounds for disqualifying bidders, and establishing an appeals process. Commissioner Cruz requested that the Board consider the proposed amendment at the April 2010 Business Meeting.

Commissioner Elliott introduced a draft Annual Statement of Financial Disclosure. She stated that the disclosure is needed to ensure that the Board and members of the Superintendent's cabinet provide adequate information about their activities and investments to make sure that conflicts of interest or potential violations of the public trust do not occur. Commissioner Elliott asked that the disclosure be forwarded to the Audit Committee for further discussion. President Evans confirmed that the draft Annual Statement of Financial Disclosure be forwarded and discussed by the Audit Committee.

X. President Evans announced the next meeting Board Business Meeting, scheduled for Thursday, April 29th at 6:30 p.m.

Motion to adjourn to Executive Session to discuss specific personnel was made by Commissioner Elliott. Seconded by Commissioner White. Adopted 5-0 with Vice President Campos and Commissioner Powell absent at 7:55 p.m.

President Evans reconvened the meeting in open session at 8:20 p.m.

Motion to adjourn made by Commissioner Elliott. Seconded by Commissioner Williams. Adopted 5-0 with Vice President Campos and Commissioner Powell absent at 8:22 p.m.