

Minutes of Board Retreat

Board of Education
Ogden City School District
1950 Monroe Boulevard, Ogden Utah

A Board Retreat of the Board of Education of Ogden City School District was held Saturday, October 9, 2021 beginning at 8:00 AM in the Henry Barker Board Room. The following were present when the meeting convened:

Members:

Jennifer Zundel, President
Joyce Wilson, Vice President
Amber Allred
Arlene Anderson
Douglas B. Barker
Nancy Blair
Susan Richards

Staff:

Luke D. Rasmussen, Superintendent
Zane K. Woolstenhulme, Business Administrator
Paula Bosgieter, Executive Assistant
Nelida Gil, Executive Assistant

Agenda

1. Introductions

Board members and staff introduced themselves informally through pictures and sharing their life stories.

President Zundel called for a brief recess at 9:22 a.m. and reconvened at 9:27 p.m.

2. Responsibilities of a Board Member

President Zundel led a discussion regarding procedures during board meetings. Board President Zundel will lead board meetings in BoardBook and board members can select "follow the leader" to stay on track. Board members are encouraged to use the "raise hand" feature to indicate if they have a question. Recommended language for motions is added in BoardBook for board members' convenience.

Board Orientation Manual for new board members is linked in the agenda. Board members will review the document and provide feedback for any changes. Feedback is due to board leadership by the board meeting in November.

Discussion ensued regarding board meeting times and purpose of the study session prior to regular meetings. It was proposed to eliminate the study session and begin the regular meetings and work sessions at 5:30 p.m. If board members have questions regarding agenda items, they should reach out via email on Monday or Tuesday and cc all board members and Superintendent, as well as the staff member responsible for the agenda item. Suggestion to create document in Google Docs in the OSD Board of Education shared drive. Board members requested training on Google Shared Drive in a future board work session. Board members may table a discussion or vote if they have unanswered questions or concerns regarding an agenda item.

3. Board Self Evaluation Review

President Zundel led a discussion regarding the board self-evaluation and indicated there are a few things identified to work on and tie to the Master Board Award. The following priorities were mentioned:

- Prior evaluation was done a couple of years ago with USBA; this evaluation is considered a baseline measure;
- Monthly challenges through USBA Power Up program;
- Consider adding more school presentations with teacher and student presentations; develop regular rotation of schools to give a 10-15 minute presentation on great things happening in their school - during the regular meeting; School administrator would identify topic, teachers, and students to present. These presentations will begin in November.
- Retreats have been held approximately every other year to focus on professional

development, goal setting, and discuss the board's mission and vision. Add a time to review the vision and mission statements. This will be further discussed in Student Achievement Committee.

- Suggestion for board members to attend community council meetings once per quarter;
 - Onboarding and mentor for new board members; introduce to department heads; during onboarding in January allow for time to meet each department head during onboarding process; consider a checklist for new board members; onboarding should take place following election in November and December;
 - Board interactions with staff;
 - Parent involvement; review of policy regarding parent involvement in Policy & Law Committee;
 - Annual retreats could even be held during a work session; include superintendent's vision; goals for the board; coordinate goals for board with Master Board Award from USBA
4. **Board Goals and Plan**
- a. Master Board Award
Due to lack of time, this agenda item was tabled.
5. Breaks were taken as needed.
6. Board Professional Development with Cabinet
Assistant Superintendent Chad Carpenter, Executive Director Sarah Roberts, Student Achievement Director Adam McMickell, Student Advocacy Services Director Sonja Davidson and Personal Pathways Director Heather Gerrard joined the meeting at 10:00 a.m.

Superintendent Rasmussen gave an introduction to training related to challenges we are seeing with student behavior. We have a robust system of support for our students and staff. Ms. Davidson provided training for board members on the topic of support systems in place such as positive behavior intervention support (PBIS) and multi-tiered systems of support (MTSS). Discussion ensued regarding professional development for staff and onboarding for new teachers.

Note: A copy of related materials and an audio recording of the meeting can be found at www.ogdensd.org

President Zundel adjourned the meeting at 12:04 p.m. A catered lunch was provided for board members and staff following the meeting.

President

Business Administrator