

**BOARD OF EDUCATION
POLICY GOVERNANCE RETREAT MINUTES**

February 24, 2010

The policy governance retreat of the Board of Education of the Portage Public Schools held on Wednesday, February 24, 2010, was called to order at 4:00 p.m. by President Posthumus in the West Room of The Beacon Club, 5830 Portage Road, Portage, Michigan.

Board Trustees Present: Melanie Kurdys, Deb Polderman, Dale Posthumus, Rusty Rathburn, Bo Snyder, Randy Van Antwerp, and John Whyte

Board Trustees Absent: None

Others Present: Marsha Wells, Superintendent

POLICY GOVERNANCE RETREAT

Governance Policy and Strategic Direction Review:

Board Governance Practices. President Posthumus facilitated the Board's reflection about how it functioned in its leadership role in the first half of the year. There was discussion about the need to use the feedback from the community survey in order to be proactive and strategic in discussions that shape future district priorities. There was agreement that the Board needed to be more conscientious about determining whether topics were ends vs. means, and that it needed to continue to work to be consistent in adhering to its policies and bylaws. It was agreed that Policy 3.4 & 3.9 needed revision to reflect changes in the superintendent evaluation process. Mrs. Kurdys, the chair of the CEO Evaluation Committee, provided an overview of the new process that had recently been developed.

Board Governance Development. Mr. Van Antwerp provided an overview on the recent work done by the Governance Education Committee. He guided the Board through the next steps in a process to identify the Board's priorities for its growth in the upcoming months, and requested that each member route feedback to him in the near future.

Board Policy Monitoring Reports. President Posthumus led the review of Policy Monitoring Reports using a summary of the feedback compiled from the Trustees. Reviewed were Policy 2.1, Treatment of Consumers; Policy 2.4, Financial Planning and Budget; Policy 2.5, Financial Conditions. Discussion focused on identifying key means of securing customer satisfaction feedback, creating financial planning scenarios that extend beyond 2 years, and requiring any long term contract commitment over \$100,000 to receive Board approval in order to provide as much financial flexibility as possible. Time did not permit a discussion of Policy 2.11, Long Term Asset Protection. It was agreed that feedback regarding the policy monitoring reports would be reflected in the superintendent evaluation process and that it would not be necessary to bring the monitoring reports back for formal Board approval.

Baldrige National Quality Program. Mr. Snyder provided an overview of this continuous improvement process and the potential benefits to the District.

Strategic Directions, Facilities & Financial Planning. Time did not permit a discussion in these areas. It was agreed that this would return for discussion at a later meeting.

Future Governance Steps. It was agreed that Mr. Snyder would obtain customer feedback ideas from Baldrige National Quality Award winners to share with the Board, and that he would work with the superintendent to outline potential next steps and bring that back in the future for further Board discussion. Secretary Polderman indicated she would communicate various adjustments in Board policies 2.5 & 3.9 and the bylaws so that they could be acted upon at the next regular Board meeting. A discussion on strategic directions would be planned for a later time.

There being no further business to come before the Board, the meeting was adjourned at 7:10 p.m.

Respectfully submitted,

Marsha Wells
Secretary Pro Tem