



MINUTES

**Riverdale School Board
Work Study
Monday, September 9, 2019, 4:30 pm - 6:00 pm
Riverdale Grade School Commons**

In Attendance

Member Carrie Banks; Carrie Spurlock; Jim Schlachter; Joanna Tobin; Joe Prats; John Bogaty; Megan Ticer; Michelle Janke

Not In Attendance

Member Cindy Duley; Paula Robinson; Rob Pridemore

1. Call to Order

Chair Bogaty called the meeting to order at 4:30PM.

2. Roll Call

Chair Bogaty took roll call.

3. Board & Superintendent Working Agreements

Superintendent Schlachter led the board in a review of the Board & Superintendent Working Agreements that were developed last year.

Attention and discussion were given to:

Page 2: "Remember that what we are doing is for students. Set aside personal agendas and politics."

"Requests that may require staff time or resources shall be communicated to the superintendent. The superintendent will communicate to all board members requests and responses that the superintendent is able to fulfill"

"The last stop, not the first, will be the school board. Follow the chain of command and insist that others do so. While the board is eager to listen to its constituents and staff, each inquiry is to be referred to the person who can properly and expeditiously address the issue".

Page 3. "The Board Member Job Description"

Page 4. Superintendent Schlachter communicated that he, the Chair, and the Vice Chair meet the week before a Regular School Board meeting to build the agenda. If other board members have items they would like the leadership to consider putting on the agenda, they should touch base with either the Chair or the Vice Chair.

4. Board Regular Meeting Agendas & Public Meeting Law Compliance

Superintendent Schlachter reviewed regular meeting agenda format and expectations, as well as public meeting law compliance.

Superintendent Schlachter suggested to the board that an RTA report be included in the monthly Regular School Board meetings.

He also made the suggestion that a Title 1 report also be at Regular School Board meetings.

Director Bogaty asked if the board would consider including a PTC report every quarter. Superintendent Schlachter will touch base with the grade school and high school PTCs.

The board reviewed the two meeting agendas in the 2018-19 school year in which the Public Meeting Law was discussed.

Conclusions from last year: Hungerford Law firm weighed in with suggestions in terms of updating how the meeting minutes were produced. The firm found that Riverdale is not out of compliance with current procedures.

Superintendent Schlachter reviewed the basic procedures that Riverdale School District follows:

1. Agendas are posted the Friday before a Monday meeting.
2. Minutes capture the heart of the motions and procedures, and substantive discussions are summarized for understanding.
3. Riverdale does not record or live stream meetings

Superintendent Schlachter reviewed processes in regards to leadership teams and the school board:

1. Every Tuesday, the Riverdale Cabinet meets (Superintendent Schlachter, Principal Tobin, Principal Robinson, Cindy Duley, Megan Ticer, Elizabeth Gibson).
2. The Wednesday before a Regular School Board meeting, Superintendent Schlachter meets with Chair and Vice Chair. Agenda items are identified.
3. The Wednesday afternoon before a Regular School Board meeting, the meeting documents are shared with Megan Ticer.
4. Megan Ticer refines/edits and prepares documents and agendas on the Thursday before the meeting.
5. Megan Ticer posts agendas the Friday before a meeting.

Superintendent Schlachter stated that this schedule is set in order to capture the most up to date and relevant information for the board meeting.

Director Spurlock suggested sending reminders out to the community about when meetings will be taking place. Perhaps this could be done through Riverdale's new social media platforms.

Chair Bogaty suggested posting hard copies of the entire year calendar in each building for better access.

5. Update on first week for staff and first week for students

Principal Tobin expressed that she is excited for all the new staff hires. In total, there were 9 positions to fill at the grade school.

In terms of enrollment, the grade school is full. This means that enrollment is up about 32 from what was projected in the spring.

During the teacher's first week back, there was a productive professional development in Restorative Justice.

7th and 8th grade text threads being addressed new role with esds on equity (asked if they could work at building level)...met with staff on Friday to help and will be back on Wednesday to follow up

Elizabeth Gibson (Communications Coordinator) announced that she is coaching Middle School Cross Country. She is also reaching out for any suggestions for social media ideas.

Director Bogaty asked whether the board wanted to send out a communication to the community.

Things to consider in the message:

1. Introductions
2. What the school board does and does not do

Chair Bogaty asked the board to brainstorm their top three priorities for the 2019-20 school year.

6. Adjourn

Adjourn at 5:50PM.