

OCT 21 2014

Board of Education
By-Law Ad-Hoc Committee Recommendation
October 21, 2014

Committee members:

Eileen McCormack, Committee Chair
Donna Karnal
John Llewellyn

Meetings:

September 6, 11, 20 and October 11, 2014
Location: Fairfield Public Library – Room D
1080 Post Road

Committee Purpose:

The Ad Hoc By-laws Review Advisory Committee (“Committee”) is limited to the review and revision, as the committee deems appropriate, the following specific by-laws sections: Article I, Section 1, Paragraph B and a new by-law proposed as Article IV, Section TBD.

-Short term Goals, Objectives and Action Plans. The committee will consider the concepts advanced through Enclosures 7 and 8 of the May 15th agenda, which are attached and become part of this commission statement. The Committee may consider other documents germane to the issues of Board Responsibilities and Strategic Planning.

Recommendation:

The committee reviewed and revised the three proposed By-Law Amendments as put forth below by the Ad Hoc Committee. The recommendations are based upon the examination of Board of Education Goals and Objectives from other high achieving districts, input received from members of the public, Administration, CABA and CES. A CABA senior attorney deemed it appropriate to include these concepts within the BOE By-Laws as they govern how the Board of Education operates. These proposed By-Law Amendments do not address the role of the Superintendent as BOE By-Laws are focused on the operation of the Board of Education only.

The Responsibilities of the Board language is recommended to be replaced with 2013 CUBE language that more fully communicates the scope of the role of the Board including context. We were careful to understand that the Responsibilities of the Board were to define the governance of the Board as a whole and not the individual actions of Board members outside of official Board sessions. The CUBE language utilized in the proposed By-Laws focuses strictly on the School Board and clearly defines the charge of the School Board. The language offers better specificity in its role for the benefit of current and future School Boards.

In considering By-Law language amendments, it was beneficial to be reminded of the following primary purpose of the Board of Education which was highlighted within the CUBE literature examined:

“It’s All About Student Achievement

Local board of education members are besieged with numerous competing issues; student discipline, budget, problems with school buses and negotiating teacher contracts are just a few examples. It is easy to forget that the primary purpose of a board of education is to ensure high achievement for all students. Board members must keep this in mind to ensure that board meetings stay focused on student learning and that other discussions do not overshadow the most important task. “ Source CUBE 2013

The committee believes that the changes in the By-Law amendments proposed will facilitate the district’s educational goal of improving and progressing student learning offered within the Fairfield Public Schools. The amendments to the By-Laws will enable the Board of Education to become more effective in attaining the district’s educational goals.

Proposal A

Motion to Amend By-Law

Article I - Responsibilities and Authority

8100- Responsibilities of the Board

Rationale: Amendment Proposal of By-Law 8100 items 1-5 attempts to restore specificity and accountability back to the Board of Education function by simply going back to CABE (Connecticut Association of Boards of Education) language that clearly and concisely defines the function of Boards of Education [see <http://www.cabe.org/page.cfm?p=64> : **"So You Want to be a School Board Member"**].

Existing Language for 8100, para. B:

RESPONSIBILITIES OF THE BOARD

8100

B. The Board shall:

1. Employ an able and qualified Superintendent of Schools (the "Superintendent").
2. Adopt policies to govern the operation of the School District.
3. In collaboration with the administration, communicate the School District's educational program to the community.
4. Keep apprised of, evaluate and attend to the School District's present and future educational needs as recommended by the administration
5. Propose an annual budget and capital improvement project request and advocate for its passage.
6. Take any further action as may be required by State Law.

Amended Proposal A, 8100- Responsibilities of the Board, para B, reads: Vote: 3-0

RESPONSIBILITIES OF THE BOARD

8100

B . The Fairfield Board of Education shall have the following functions:

- ***Building public support and understanding of public education. This means communicating and interpreting the school district's mission to the public, listening to the community, and when appropriate, incorporating citizens' views into the discussions and actions of the Board***
- ***Implementing state and federal legislation on the local level***
- ***Working to develop ~~Developing~~ trust with municipal officials. ~~is increasingly important~~***
- ***Developing, implementing and monitoring the district's policies, including short and long-term goals. These policies serve as the road map for the school district. They give direction to the administration and staff and become the foundation for accountability.***
- ***Selecting, retaining and evaluating the superintendent of schools, who serves as the district's chief executive officer and implements board policy. Perhaps no single decision a board makes has more impact than the selection of the superintendent***
- ***Developing, in collaboration with the Superintendent, approving and monitoring implementation of the budget. The budget provides resources for the educational priorities of the school district***
- ***Serving as the impartial hearing panel on such issues as terminations and grievances***

Proposal B

Motion to Amend By-Law Article IV – Methods of Operation 8400 to Add NEW Board of Education By-law 8450: Short Term Goals, Objectives and Action Plans

Rationale: This amendment's purpose is to more clearly define the process by which the Board of Education, in cooperation with the Superintendent, shall operate in setting its short term priorities for the year via measurable goals, objectives, and action plans. This provides an orderly process by which to clearly assess the District's effectiveness at driving performance improvement through its policies, with Student Achievement always being the priority.

Existing Language for 8450: *None*

Amended Proposal B, 8450 reads: *vote 3-0*
Short Term Goals, Objectives and Action Plans

- 1. The Board of Education shall formulate and approve, no later than the first meeting in June, specific Short Term Goals and Objectives which define the District's priorities for the following academic school year, with related Action Plans formulated in collaboration with the Superintendent by the start of the academic school year.***
- 2. The Board of Education Short Term BOE Goals, Objectives and Action Plans shall be in alignment with the BOE mission statement, long term educational goals ("Long Term Goals"), as well as the school district's 5 year Strategic Plan***
- 3. **Board of Education annual Short Term Goals and Objectives shall address a) Student Achievement, b) Fiscal Management, c) Board of Education Effectiveness, d) Human Resources e) Facilities and f) Other Special Objectives.***
- 4. These BOE Goals, Objectives and Action Plans shall strive to be specific, measurable, achievable, relevant and define a specific time frame.***
- 5. The Board of Ed shall in collaboration with the Superintendent review progress towards achieving the stated short term goals and objectives in each December, March, and June, respectively***
- 6. The Board of Education shall review every December, March and June, respectively, reports by District and individual schools, to include measurable results related to School Climate and student achievement in all subjects.***

Comment:

**See attachment for other District's Board of Education Goals, Objectives and Action Plans for illustrative purposes that hold similar or identical topics

http://www.darienps.org/current/board_of_ed/districtgoalsandobjsapproved.pdf

http://www.westport.k12.ct.us/media/boe_goals_final_sept_10_2012mtg.pdf

<http://www.hicksvillepublicschools.org/Page/8489>

Proposal B

Motion to Amend By-Law

Article IV – Methods of Operation 8400

to Add NEW Board of Education By-law 8460:

Strategic Plan

Rational: This amendment is created to support the checks and balances of good policy that link long-term planning and management tools to realized short-term results. This supports more effective maneuvering and raises accountability for the effectiveness of the Board's governance by policy.

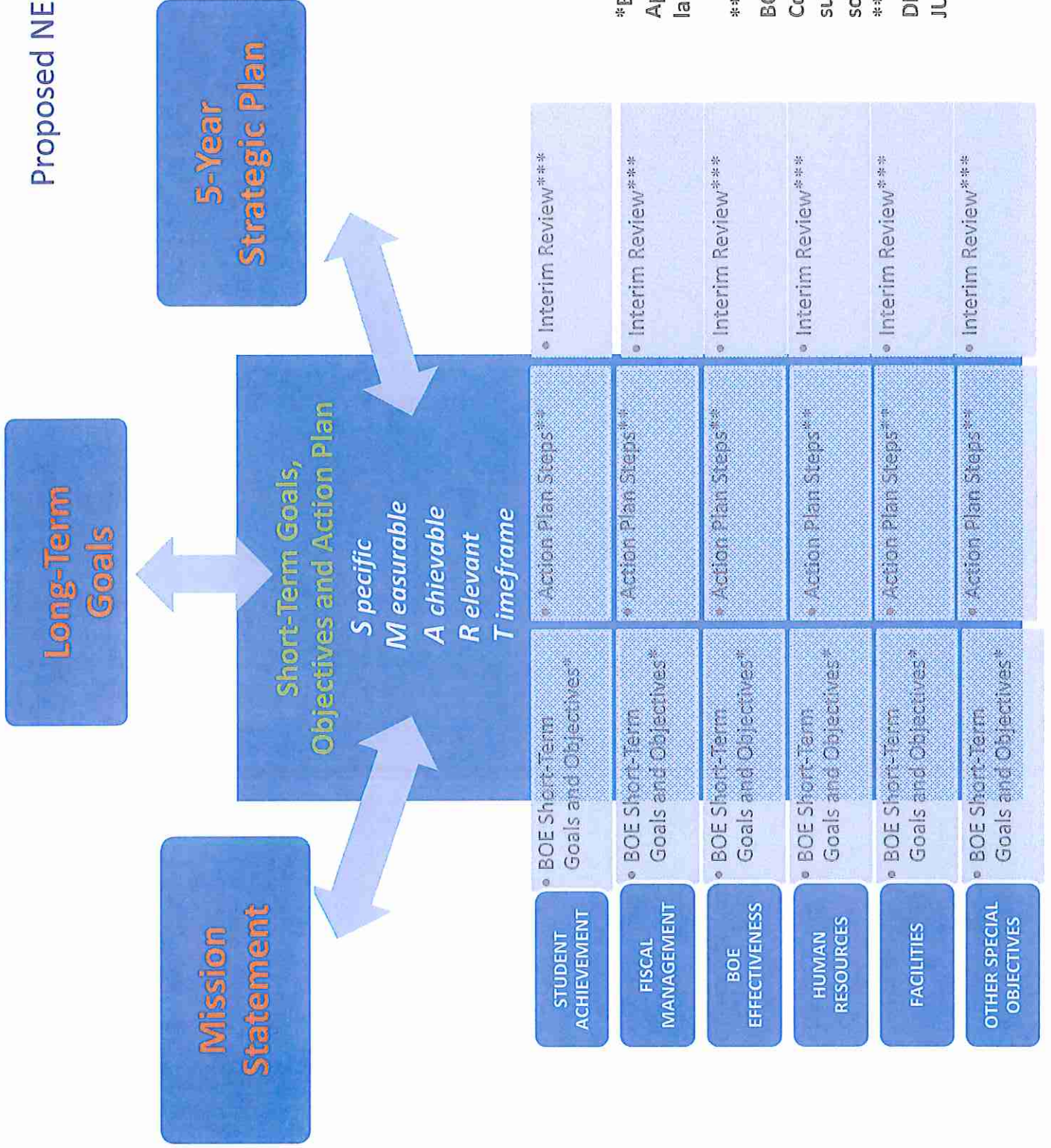
Existing Language for 8460: *None*

Amended Proposal B, 8460 reads: *vote 3-0*

Strategic Plan

"In November of each year, the Board of Education shall review the District's Five Year Strategic Plan. The Board, in cooperation with the Superintendent, will publically assess the progress of the existing plan, discuss intended outcomes, and recommend adjustments to the Superintendent, that shall be required due to changes from year to year to include, but not be limited to, student or employee demographics, legislative and regulatory climate or educational requirements."

Proposed NEW By-Law 8450



*BOE Responsibility - Approve no later than the last meeting in JUNE

**SUPERINTENDENT and BOE Responsibility - Completed by the start of subsequent academic school year;
 ***Review outcomes DECEMBER, MARCH and JUNE

Amendment Proposal of By-Law 8100

RESPONSIBILITIES OF THE BOARD

EXISTING Language	PROPOSED Language – (2013 CABE language)
The Board shall...	The Fairfield Board of Education shall have the following functions:
1. Employ an able and qualified Superintendent of Schools (the “Superintendent”)	Selecting, retaining and evaluating the Superintendent of schools, who serves as the district’s chief executive officer and implements board policy. Perhaps no single decision a board makes has more impact than the selection of the Superintendent.
2. Adopt policies to govern the operation of the School District	Developing, implementing and monitoring the district’s policies, including short and long-term goals. These policies serve as the road map for the school district. They give direction to the administration and staff and become the foundation for accountability.
4. Keep apprised of, evaluate and attend to the School District’s present and future educational needs as recommended by the administration.	
3. In collaboration with the administration, communicate the School District’s educational program to the community.	Building public support and understanding of public education. This means communicating and interpreting the school district’s mission to the public, listening to the community, and when appropriate, incorporating citizens’ views into the discussions and actions of the Board.
5. Propose an annual budget and capital improvement project request and advocate for its passage.	Developing, in cooperation with the Superintendent, approving and monitoring implementation of the budget. The budget provides resources for the educational priorities of the school district.
6. Take any further action as may be required by State Law.	Implementing state and federal legislation on the local level.
	Working to develop trust with municipal officials.
	Serving as the impartial hearing panel on such issues as terminations and grievances.