

**Hartford Board of Education  
Special Meeting – Thursday, October 18, 2007  
MHIS Conference Room – 260 Constitution Plaza  
Hartford, Connecticut**

**MINUTES**

**I. Opening – 9:00 a.m.**

At 9:12 a.m. Mayor Perez called the meeting to order. A quorum was present.

<u>Present:</u> Honorable Mayor Eddie A. Perez, Chair Ms. Ada Miranda, First Vice Chair Mr. David MacDonald, Secretary Mr. Israel Flores Ms. Elizabeth Brad Noel Mr. Luis Rodriguez-Davila Ms. Sharon Patterson-Stallings	<u>Absent:</u> Ms. Andrea Comer Ms. Pamela Richmond
Superintendent Steven Adamowski	

**II. Work Session**

**1. Reform Governance in Action Site Visit**

The Hartford Public Schools is one of six districts selected by the Center for Reform of School Systems (CRSS) to participate in Reform Governance in Action (RGA). RGA is a comprehensive two-year training program for school boards and superintendents. The goal of the RGA program is to dramatically improve student achievement and eliminate the achievement gap by cultivating effective reform leadership.

Julian Trevino, CRSS consultant, led the Board and senior management staff in the work session. Mr. Trevino outlined the schedule for the 2<sup>nd</sup> day of the Site Visit:

October 18

- Discussion on Management Oversight
- Work groups and next steps

Mr. Trevino started the meeting with the discussion of possible dates for the next Site Visit in January. The Team decided that it will be scheduled for Friday, January 25, 3 – 8 p.m. and Saturday, January 26, 8:30 a.m. – 1 p.m.

Mr. Trevino moved onto the topic of Management Oversight and defined management oversight and provided guidelines for effective management oversight. Mr. Trevino then suggested the Board analyze their current status of management oversight. After a workgroup exercise, the Board members

decided that major oversight changes need to be made in the following areas: food service, transportation, business systems, and internal and external audits.

Mr. Trevino stated that effective management oversight can be gained through Board workshops, Superintendent Reports, and external audits. The content of a Board's Management Oversight Workshop should include:

- System description
- System integrity
- Measures that matter
- Performance metrics
- Recommendations for change.

Effective management oversight can also include Superintendent/staff reports.

The RGA Team was given the following assignments:

- Draft a Board policy on management oversight by February 15, 2008;
- Draft a Board policy on workshops by February 15, 2008;
- Plan and conduct a finance workshop by April 30, 2008; and,
- Plan and conduct an additional workshop by January 15, 2009.

Superintendent Adamowski stated that he would like to have additional workshops on the following areas: transportation, food service, human resources, facilities management, technology, and security. Since the workshops are part of the annual Board meeting calendar, the suggestion was made to assign certain presentations to the Board workshops. Given the importance of some other items to be presented to the Board, such as All Choice System of Schools and Weighted Student Funding, there was a concern for time and the number of workshops.

The Team decided to form a committee to develop a workshop policy and to consider a calendar for the presentations at Board workshops. The members include:

- Ada Miranda
- Brad Noel
- Sharon Patterson-Stallings
- Luis Rodriguez-Davila
- James Thompson.

A Management Oversight Committee was formed to develop an effective policy on management oversight. The members include:

- Israel Flores
- David MacDonald
- Pamela Richmond
- Luis Rodriguez-Davila
- Sandy Cruz-Serrano.

### **III. Executive Session**

At 2:55 p.m. the Board entered into Executive Session. A quorum was present.

<u>Present:</u> Ms. Ada Miranda, First Vice Chair Mr. David MacDonald, Secretary Mr. Israel Flores Ms. Elizabeth Brad Noel Ms. Sharon Patterson-Stallings	<u>Absent:</u> Honorable Mayor Eddie A. Perez, Chair Ms. Andrea Comer Ms. Pamela Richmond
Superintendent Steven Adamowski	

Ms. Miranda made a motion to enter into Executive Session to discuss personnel items; Ms. Noel seconded the motion. The motion was approved unanimously by a voice vote.

The Executive Session adjourned at 3:31 p.m.

#### **IV. Adjournment**

The meeting adjourned at 3:31 p.m.