

Special Meeting
Avon Board of Education Reflection Session
January 7, 2012 - 8:30 a.m. to 3:00 p.m.
Avon Public Schools Central Office
“WELCOME TO A NEW BEGINNING”

I. Call to Order & Pledge of Allegiance

II. Board Election of Officers and Reorganization

III. Rebecca Santiago, Shipman & Goodwin
(8:45 a.m. – 10:00 a.m.)

1. Roles and Responsibilities of Boards of Education and Superintendents
2. Legal Pitfalls for Boards of Education
3. Legal Update of Recent Cases

IV. Initial Thoughts

Gary S. Mala, Superintendent
(10:00 a.m. – 10:15 a.m.)

1. Plan for balance of the day.

V. Board of Education Discussion
(10:30 a.m. – 11:45 a.m.)

1. Review of Board / Superintendent Team Leadership Model
 - a. Review model using roles & responsibilities discussion as context
 - b. Systems for communications

LUNCH
(12:00 noon – 12:45 p.m.)

VI. Review and Discussion of Goals for Board of Education Subcommittees
(12:45 p.m. – 1:45 p.m.)

Finance

Responsibilities:

Meet monthly with the Director of Finance and Superintendent of Schools

Review Monthly Expenditure Report

Review Special Revenue Funds Reports

Review Monthly Transfer of Funds Requests

Review Monthly Financial Activity (purchasing etc.)

Provide Monthly Report to Board of Education

Recommend Appropriate Items for Action (transfers, approval of monthly financial reports etc.) to the Full Board

Audit

Responsibilities:

Meet three or four times per year

Review Annual Audit

Review Corrective Action Plans (if necessary)

Review Randomly Selected Functions as Identified (purchases over a designated amount, review of bid records)

Provide Annual Report of Activities to Board of Education

Recommend Appropriate Items for Action to the Full Board

Negotiations / Personnel

Responsibilities:

Meet as needed to conduct Subcommittee business
Negotiate all labor contracts
Negotiate all non-bargaining unit contracts
Research positions for future negotiations
Develop strategies for labor negotiations
Participate in hiring of administrative staff above the level of Assistant Principal
Audit, via the Superintendent of Schools, district human resource functions

Communications

Responsibilities:

Meet as needed to conduct Subcommittee business
Serve as “voice” of the Board of Education when called upon to do so
Initiate and develop multiple means to communicate with the public
Establish and maintain liaisons to both the Town Council and the Board of Finance

Budget (Committee of the “Whole”)

Responsibilities:

Serve as Committee comprised of all members of the Board of Education
Meet as needed to conduct Subcommittee business
Accept and review Superintendents Proposed Budget on an annual basis
Develop and present Board of Education Budget annually

Policy

Responsibilities:

Meet as needed to conduct Subcommittee business
Develop and revise Board of Education policies as necessary
Recommend policies to the full Board of Education for action

Capital Budget Committee

Responsibilities:

Meet as needed to conduct Subcommittee business
Recommend and seek approval of annual capital projects associated with school facilities

VII. Discussion of Strategic Planning Sequence (January 2012 through March 2012) Strategic Planning Committee (1:45 p.m. – 2:45 p.m.)

Why is the process so important?
How will the initiative be facilitated?
How have we secured for broad-based participation?
When do we start?

VIII. Final Thoughts / Questions & Answers (2:45 p.m. – 3:00 p.m.)

1. Plan for future Board training sessions.
- a. Policy Implications for Social Media

IX. Adjournment