

*The notes below were written by the chair of the WLCSC Board of Trustees, Rachel Witt, and sent to the members of the WLCSC board of trustees, the Superintendent of schools, date as noted. They were written as documents to aid collaboration and contain both informative and deliberative items. They are informal communication, written with the sole purpose of information to board members to facilitate individual members' ability to execute the task each were elected to do. They were not written for any form of publication.*

*Writing of these weekly notes and distribution to the board is voluntary and can be stopped at any time. A school board may decline to distribute information that is deliberative. Deliberative is defined, in part, as expressions of opinion or thoughts that are of a speculative nature, and that are communicated for the purpose of decision making. Nearly all language in these notes exactly fit the description of deliberative.*

*The Board Chair, in consultation with corporation and board leadership, is releasing these documents, only minimally redacted, as part of our ongoing work for transparency. Names/pronouns are redacted to ensure a first-person voice. Other redacted language could include: Legally protected information, i.e. personnel or student names or reference, deliberative information where release of the information could potentially cause harm to a person or group of persons, or inhibit the ability of the board to conduct the business of the board.*

*Redacted Text is noted by <Redacted Text>*

---

11.12.2022 notes

As always, these notes are confidential. If you have any item you are interested in more conversation about, please let me know. I will set up a time with you. You are also always welcome to add comments to these notes if you have additional resources that would benefit the board. Rachel

### **Board/Development - Training**

- Having received no additional comments, Board Goal #3 is considered complete. Central office staff will proceed with setting up the binder. Members <Redacted Text> have kindly offered to assist with assembly of the binder material. Our priority is obviously on our new incoming members, but this same material will be made available for all members so we are all working from the same materials. There will be an option to have this electronically or paper copy. More information will be forthcoming after new members immediate needs are addressed.
- Board Goal #1. This goal needs some prompt attention before the end of the year so members and incoming members are able to see clearly committee roles they could be serving in. Vice President <Redacted Text> and I have the lead on this.<Redacted Text> has assisted in moving working documents and we're starting to gather information in one place for conversation.

As a reminder, this goal is: **Complete a comprehensive review of our committee level engagements by board members, both in our schools and broader community to ensure that we are optimizing our time and impact for our schools as well as ensuring we do not have any gaps or "blind spots".** (Some are legally required. Some are superintendent driven. Some are informal and should perhaps be formalized. Some are temporary. Some do not meet and are obsolete.)

- Superintendent evaluation process
1. Superintendent completes self-evaluation and sends to each board member for review. Complete 10/19.
  2. Board Chair sends out the superintendent evaluation form to each board member to complete. Complete 10/19.
  3. *Each member is expected to return the completed evaluation form to the board officers by a set date. (Due Date set for Thursday October 27th.)* Completed 10/27.
  4. Board officers will compile the responses into one document and compute an average of the numerical scores. *Utilized a google form, so this will happen automatically. Please make sure ALL comments/feedback you have listed are in the form. Nothing sent outside of the form will be included, though you will have the ability to voice additional input when we meet to discuss in executive session.*
  5. Board members will meet in executive session to review and discuss the comments, numerical scores and goals to develop a review document. Scheduled for Wednesday 11/2 6-7PM Central office. I expect that we can complete this within the hour, but we will work until the evaluation is complete. Complete 11/2. The composite evaluation has been distributed to each member for final review with opportunity for feedback no later than 11/11. **Feedback received from all members by 11/11. No edits.**
  6. Board officers will meet with the Superintendent to go through the review, discuss feedback, scores and goals and receive follow up response, if any, from the superintendent. **Set for Wednesday 11/16.**
  7. Any follow up response will be shared with all members.

#### **Meetings of the Board**

- 11/14 Next Regular Meeting. Comments and questions received from board members have been answered by Superintendent <Redacted Text> and myself and provided to the full board.
- **REMINDER** 11/14 meeting, member <Redacted Text> will be attending via Zoom. All votes will be Roll Call.

#### **Community/Patron Feedback**

- x1 patron (<Redacted Text>) with three communications sharing their thoughts about personal characteristics of the board chair.
- x1 patron concern regarding a specific board member. No cause for escalation. FYI only message to board member and board officers.
- x1 patron (<Redacted Text>) regarding increasing SES supports in our community. Escalated to Superintendent <Redacted Text> and will continue to progress conversation.
- x1 patron (<Redacted Text>) with concerns regarding a personal communication sent by the board chair. Responded cc to full board and incoming board members.

- x1 patron (<Redacted Text>) with questions about the training process for newly elected members. Developing Q&A response for review.

### **Student Success & Safety**

#### **General Business**

- Contacted newly elected members with general information about what will transpire between now and taking their oath. We will continue to work through this process to ensure a smooth transition onto the board that well conveys our optimism for developing a cohesive board.
- Worked with board officers regarding a smooth transition off of the board that well conveys our gratitude for the work of our retiring members.
- You should have received the invitation for the holiday party from <Redacted Text>. Please RSVP at your earliest convenience.
- Update: Public Records request for Board Chair emails continues process through legal review/redaction. Attorney advised that this is redaction of more than 1000 pages of content that will take significant time and cost to provide. Patron declined to offer any search words and indicated they would wait for all of the emails to be provided. I requested legal representation clearly separate the amount of time and billed amount specifically for this work and will share it with the board when available. I don't imagine that I need to say this to you all, but just to be perfectly clear, I do not anticipate there is anything in the requested emails that will be of any interest to the requester.
- My apologies for not sending this item out as a separate message. I did not realize that it would become such a topic of conversation so quickly, so I was just planning to put it into these notes. As you are all aware, the response was returned from the judge regarding the "charter school \$1" lawsuit appeal. <Redacted Text>