

UNAPPROVED



Kenai Peninsula Borough School District Governance Handbook Committee Meeting Notes August 7, 2017 11:45 a.m. – 12:30 p.m. Redoubt Conference Room

ATTENDANCE	Present: Penny Vadla, Dan Castimore, Lynn Hohl (telephonically), Sean Dusek, Debbie Tressler
CALL TO ORDER	The meeting was called to order at 11:50 a.m.
NOTES	The notes from the May 15, 2017 meeting were approved.
TIMELINE	<p>The original timeline was revised to:</p> <ul style="list-style-type: none">• August 25 Committee meeting, finalize categories to present to entire board• September 11 Work session to obtain consensus on final categories• End of September/Beginning of October (date to be determined) Committee meeting to produce draft governance handbook. Prior to the meeting date, committee members will be assigned handbook sections to prepare for consideration.• October 16 or 17 Work session to review final draft and prepare for board approval
REVIEW AND CONTINUING WORK	<p>The committee reviewed their previous work and direction. They reaffirmed the need for the handbook to not be too large. Mr. Castimore feels information should not be repeated in the handbook if it is already available elsewhere (e.g. Roles and Responsibilities, exhibits). Other members did not necessarily agree with this.</p> <p>The committee agreed to include the process for requesting an item be placed on an agenda.</p> <p>The committee considered dividing the handbook into sections among themselves. Each person could create a draft for their sections to present during a committee meeting. The section divisions were not discussed.</p>
DIRECTION FOR FUTURE	<p>Next meeting August 25 from 10:00 a.m. – 12:00 p.m. at Seward Elementary in the professional development room, if available.</p> <p>These questions were brought up to help give direction moving forward:</p> <ul style="list-style-type: none">• What is the purpose of the handbook?• What questions do we want answered by it?• What issues or concerns are we trying to solve?
ADJOURN	<p>The meeting was adjourned at 12:30 p.m.</p> <p>Submitted by: Debbie Tressler, Board Administrative Secretary</p>