

Ashford Board of Education
Ashford, Connecticut

Special Meeting Agenda
August 2, 2018
Annual Strategic Planning Session
2:00 pm
Ashford School
Library/Media Center

1. Call To Order
2. Board of Education Roles and Responsibilities
3. End of the Year Superintendent's Report: State of the School
4. Superintendent Evaluation (Executive Session, Action Anticipated)
5. Board Goals
6. Opportunity for Public Comment
7. Budget Development Schedule
8. Capital Project Priorities
9. STEAM and Project-Based Learning Report by Administrative Team
10. Staffing Goals
11. Long-Term Planning
12. Community Connections – Ideas and Proposals
13. Second Opportunity for Public Comment
14. Board Roundtable
15. Old Business
 - a. BOE Committees
 - b. Discuss Certified Staff Non-Resident Student Attendance Policy
 1. Renewal of MOA and Establish 2018-2019 Tuition
 - c. Approval of Non-Union Employment Agreements
 - d. Cafeteria Report and Discussion of Salad Bar Options
 - e. Discuss Live-Streaming of BOE Meetings
16. Adjournment

Ashford Board of Education Goals

The Ashford Board shall:

1. Initiate policies and practices, as well as devote appropriate resources towards the improvement of Ashford students on Connecticut standardized testing.
2. Promote instructional practices rooted in the individual skills, talents, needs and performance of the student.
3. Initiate mechanisms for improved and effective communication with the community as well as town leaders and other town boards and committees.
4. Develop a three-year school improvement plan that presents, and explains, an optimal path towards educational excellence in Ashford.

All meetings, conferences, programs and activities at Ashford School are available, without discrimination, to individuals with disabilities as defined by the Rehabilitation Act of 1973 and/or Title II of the American with Disabilities Act. Individuals with disabilities requesting relocation of this meeting should call the Superintendent at 429-1927 or e-mail a request to jplongo@ashfordct.org not later than 2 working days prior to the meeting. Hearing impaired individuals may communicate their request for accommodations by using the e-mail address above, or calling the State of CT TDD relay service (800) 842-2880 or the national relay service number (800) 855-2880.

Ashford Board of Education
Special Meeting: Annual Strategic Planning Session
August 2, 2018
2:00 P.M.
Library/Media Center
AGENDA NOTES FOR BOE

1. Call to Order
 2. Board of Education Roles and Responsibilities - Attorney Anne Littlefield
 - a. *Presentation by Anne Littlefield and a review of materials provided by board counsel and CABE to keep the board focused on these tasks*
 - b. *Opportunity for Board members to ask questions*
 3. “State of the School,” the End of Year Superintendent’s Report
 - a. *An overview of the year at Ashford School with an emphasis upon leadership philosophy, goals, and achievements that will serve as an opening of our planning session*
 4. Superintendent Evaluation (Executive Session, Action Anticipated)
 5. Board Goals
 - a. *Suggestions have been provided; but your priorities should be reflected in these goals*
 - b. *Perhaps both short and longer-term goals, (three years) might be more practical. Additional goals can always be added if needs arise*
 6. **Opportunity for Public Comment**
 7. Budget Development Schedule
 - a. *The BOF has developed a proposed schedule*
 - b. *Request of a Three-Board Meeting for September*
 - c. *We have discussed beginning the BOE process earlier*
 8. Capital Projects Priorities
 - a. *Review of Friar Proposals and Prioritizing Our Plan for the Order of Projects*
 - b. *Proposed Plans for Our Unexpended Educational Funds (1% Fund)*
 9. STEAM and Project-Based Learning Report by Administrative Team
 - a. *A report from the Administration on its meaning, implementation and status, as well as connections to our programs and to state and national standards*
 - b. *A review of Professional Development strategies for 2018-2019*
 - c. *School Standing Committees – Duties, Responsibilities and Schedule*
 - *A report from the Administration of the current committees of staff, their role and status*
- Working Dinner***
10. Staffing Goals
 - a. *BOE priorities going forward on which positions may be added, and approach to class size*
 - b. *Connecting Staffing to other budgetary considerations to goals*

11. Long-Term (Three-Year Plan)
 - a. *Update and revise the Three-Year Plan to reflect goals and current needs*
12. Community Connections – Ideas and Proposals
 - a. *Concrete proposals and schedule of implementation*
- 13. Second Opportunity for Public Comment**
14. Board Roundtable - Questions and Concerns
15. Old Business Items
 - a. BOE Committees
 - *Plan time to meet, set priorities and report to BOE*
 - *Establishment of Curriculum Committee*
 - b. Discussion of Certified Staff Non-Resident Student Attendance Policy
 - *Renewal of MOA and Establish 2018-2019 Tuition*
 - c. Approval of Non-Union Staff Contracts
 - d. Cafeteria Report and Discussion of Salad Bar Options
 - e. Discussion Live-Streaming of BOE Meetings

Ashford School
Board of Education Planning Meeting
August 2, 2018

BOE Proposed Goals 2018 – 2021

These goals represent a move to a three-year goals approach. Each goal should be followed by objectives that allow progress to be evaluated.

Goal #1 – Middle School Curriculum and Instruction

The Ashford Board of Education is committed to the development of a middle school curriculum and instructional approach that is accessible to all students, prepares them for entrance into high school, and provides the foundation for future learning, as well as addresses academic and social growth and development. Therefore it is the goal of the Ashford Board of Education to ensure that students graduating from Ashford School have received a diverse educational experience, and are prepared to enter high school.

- 1. Grades six, seven and eight curriculum will be upgraded and presented publicly to the Board.*
- 2. The Board will present budgetary proposals that support their middle school standards.*
- 3. Middle school staff and students will be invited periodically to present to the Board.*

Goal #2 – District Curriculum Development

The Ashford Board of Education seeks a curriculum development program that emphasizes each content area, as well as interdisciplinary, differentiated instructional practices, life skills, and the transferable skills necessary for life-long learning and success in their chosen career.

- 1. A Board curriculum committee will be formed to review and advise this process*
- 2. The Board will fund curriculum development in every content area and grade level to support its goals of addressing the needs of every student.*
- 3. A review of curriculum will be made at Board meetings throughout the year.*

Goal #3 – Community Relations

The Ashford Board of Education seeks the development of a community outreach program sponsored by the school that brings the school and the community closer together and emphasizes the value of the school as a community resource. Additionally, the board of education will ensure that the community receives accurate and informed information regarding the district's mission and practices.

- 1. The Board will assign community relations and outreach to one of its standing committees*
- 2. Community outreach and relations will appear on the BOE agenda for discussion and action*
- 3. Strategies for better communication with the community will be developed and implemented*

Goal #4 – Building and Grounds

The Ashford Board of Education will seek support for enhancements to Ashford School facility and grounds that extend its useful life, as well as demonstrate the importance of creating a facilities plan that recognizes the role environment plays in student learning.

- 1. The capital projects proposals will include building and grounds upgrades that are based upon improving safety and security as well as instructional effectiveness***
- 2. The Board will refine and upgrade its capital projects priorities list***

Goal #5 Budget Development and Proposals

The Ashford Board of Education will develop its budget based upon its commitment to excellence in both curriculum and instruction at Ashford School.

- 1. The Board will begin its budget process each year with opportunities for public comment on possible budget priorities***
- 2. In its budget proposal document and during budget proposal presentations, the Board will connect budget requests with student learning goals***
- 3. The Board's annual budget proposal document to the Board of Finance and the community will connect Board requests to student learning and Board goals***

Ashford School
Topic-Ideas for Board of Education Goals

1. Budget
 - a. Restructure the BOE budget development calendar to begin earlier
 - b. Develop more effective means of gaining public input into the process
 - c. Connect the budget to educational goals and long-term planning
 - d. Develop means of gaining public support for the final budget proposal
2. Curriculum
 - a. Support and inform public of the Ashford School S.T.E.A.M based instructional design
 - b. Develop holistic project-based learning instructional design
 - c. Fund annual updates, and a calendar of updating of all curricula
 - d. Ensure that curriculum is connected to state and national standards
3. Transportation
 - a. Develop a five-year plan for purchase of vehicles based upon enrollment projections
 - b. Improve driver training and ongoing professional development
 - c. Improve in-vehicle camera system
4. Transition to High School
 - a. Schedule annual presentations by high school administration to provide information regarding student needs to be successful in the high school
 - b. Support curriculum that prepares students for high school success
5. Professional Development
 - a. Oversee a strategy of professional development that addresses all employees and supports BOE instructional goals
6. Climate and Culture
 - a. Support mechanisms for administration, faculty and staff to provide effective instruction and meet BOE goals
 - b. Set and model high standards of professional behavior by all employees
 - c. Support a climate that creates a culture of student success and preparation for life
7. Staffing
 - a. Develop a plan to secure staff to met the needs of our students
8. Communication
 - a. Develop and update our school website to become a source of information and communication
 - b. Identify and implement ways to better communicate with the public
 - c. Maintain a transparent approach to school and district leadership
9. Capital Projects
 - a. Develop BOE capital improvement priorities and proposed schedule
 - b. Communicate with BOE Selectman's office regarding capital projects procedures
 - c. Seek cost estimates for all proposed projects