

**BETHLEHEM AREA SCHOOL DISTRICT
BOARD HUMAN RESOURCES COMMITTEE
MEETING MINUTES
MONDAY, JULY 21, 2008**

Members of the Board Human Resources Committee met on Monday, July 21, 2008, in the Dining Room, at the Education Center. Present were the following school board members: Michele Cann, Judith Dexter, Irene Follweiler, Loretta Leeson, Eugene McKeon, and Benjamin Tenaglia, III. Also in attendance were Assistant to the Superintendent for Finance and Administration Stanley Majewski, and Superintendent of Schools Dr. Joseph A. Lewis.

The meeting of the Board Human Resources Committee was called to order by Mrs. Irene Follweiler at 8:31 p.m.

2008-2010 DISTRICT GOAL SCORECARD UPDATE – Dr. Lewis presented revisions to the 2008-2010 district goals for discussion. Dr. Lewis asked the board to review the priorities set for each goal. He stated there were some difficulties with setting the level of priority for some of the goals since a lower priority designation would appear to make them seem non-important.

Mrs. Follweiler stated her thoughts were that everything is important. She thought too many priorities were set at level one. She was looking for specific items that we will target to complete and suggested choosing five items from each goal and target them for that category.

Mrs. Leeson thought that the board had requested five to six goals with timelines. She knows there was a discussion on the state goals, but what she is looking for are those kinds of goals to work towards. She stated that this format is okay for the state, but what the board is looking for are five specific goals that the district targets. She would like to see them be put on the district website with progress reports. She would like to see those goals that would challenge the district and see the progress made on them – good job this year; better next year.

Dr. Lewis indicated he would have no problem making changes, but would prefer not to have Cabinet rewrite the scorecard.

Mr. McKeon asked if the goals would be made parallel to what the state receives.

Mrs. Follweiler stated that there were two issues being discussed and both are correct. She said a list of goals, that is easy to understand, should be created for the board and public. For example, one goal would be to get the district off corrective action. The board can then review and discuss those goals.

Dr. Lewis stated that there are items on the scorecard that can be put on a *hit list*. Mrs. Follweiler agreed and asked that monthly updates be given on the items on the hit list. Mrs. Dexter agreed with Mrs. Follweiler that we need to have a list, meet and discuss those items, and see if the district is moving forward. She would like to endorse items that she has information on and would like to see what the programs are before approving them.

There was a discussion of possible goals to add to the list of five, for example, 1. Remove from state warning list. 2. Budget, 3. Code of Conduct, 4. Mentoring Programs, and 5. Safety. Mrs. Follweiler stated those are things that are required and things we can do. Mr. McKeon asked how do we incorporate school safety? Mrs. Leeson suggested surveying staff unanimously and then revising the safety guidelines. Mrs. Leeson asked for the scorecard to be called special goals and the hit list district goals. A discussion was held regarding items for improvement, how to measure the progress made on those goals, and training after reaching the goals. Dr. Lewis will update the scorecard and send it with a rough draft of the *hit list* to the board at the end of the week.

COURTESY OF THE FLOOR – None

OPEN FORUM – Mrs. Leeson asked about the committee policy changes that reflect what the board does. She questioned the part of the liaison. Our board chairperson would have the opportunity to have a conversation with the Cabinet member prior to meetings. Dr. Lewis referred them to speak to Mrs. Cann on her interactions with Mr. Gilliland. Dr. Lewis stated Mrs. Cann does not make any suggestions but does feel free to ask questions.

A discussion was held regarding the minutes and the amount of detail in our district minutes compared to other districts.

Mrs. Cann spoke about an article featured in the A&S Journal regarding agendas that work. Dr. Lewis indicated that the board does far more in our committees than other districts.

Mrs. Leeson suggested agenda format changes for the Regular Board Meeting to help the meeting move along. Mrs. Dexter recommended placing unfinished business before the board votes on recommendations. Consensus was to place unfinished business after the recommendations.

Mrs. Leeson asked that the policy for agenda format changes be put on the agenda for next week as the first reading, then on Human Resources Board Committee Meeting as the second reading, and then vote on it at the August Regular Board Meeting. Mrs. Follweiler asked if everyone was in agreement to put it on as the first reading at the Regular Board Committee Meeting, Monday, July 28 as information only, and second reading at the Human Resources Board Meeting on August 11th, then for approval at the Regular Board Meeting on August 18th. The schedule for review was agreed to by the board.

Mrs. Dexter suggested everyone should read the agenda article in the school board publication. We can see that all districts do not operate in the same way. It talks about the board setting the agenda. The committee agenda in collaboration with administration is going well for Mrs. Cann and Mr. Gilliland, but not with Mrs. Katona and me. Dr. Lewis asked Mrs. Dexter if she would be okay with talking to Mrs. Cann and Mrs. Katona to Mr. Gilliland. He also asked her if she would be okay with a weekly phone call. Mrs. Dexter replied yes.

Irene Follweiler adjourned the meeting at 9:27 p.m.

Minutes prepared by: _____
Nitza S. Yerger, Confidential Secretary to the Assistant Superintendent for Human Resources