

**Board of Education
Newtown, Connecticut**

Minutes of the Board of Education Retreat on September 30, 2014 at 6:00 p.m. in the board conference room, 3 Primrose Street.

K. Alexander, Chair	J. Erardi, Superintendent
L. Roche, Vice Chair	J. Costa, Consultant
K. Hamilton, Secretary	1 Press
D. Leidlein	
J. Vouros	
D. Freedman	
M. Ku	

Item 1 – Call to Order

Mr. Alexander called the meeting to order at 6:05pm.

Item 2 – Welcome and agenda review

Mr. Costa described the review process.

Item 3 – Update Since April 26, 2014 Retreat

Mr. Costa coached Board Members through updates since the previous Board Retreat including improvements in external communication and further needed improvements in internal communications.

Warm	Cool
<ul style="list-style-type: none"> - Communication from Superintendent of unexpected issues - Dr. Erardi’s communication across the Board has above and beyond expectations - Timely and follow-through - Board members have kept the Superintendent in the loop on “after hours” happenings in the community. - Dr. Erardi is available – he is there when he says he will be - Climate and culture overall have changed dramatically – trust, knowledge, collaboration, honesty - Board has gone through some difficult public presentations and the Board has stayed “all in” - The board has been able to engage in courageous conversations that will set the stage for productive forward progress - Community communication is better 	<ul style="list-style-type: none"> - almost at a tipping point for initiatives - this is a lot of commitment for board members - better communication from Chair to Board members and to other chairs to other boards. - better communication between all of us (board) - Change of leadership – so there is a level of confusion on process – just getting used to it.

Item 4 – Reflection on the four previous standards set by the board for self-assessment

Mr. Costa recommended that the board go into executive session.

MOTION: Mrs. Leidlein moved that the Board of Education go into executive session for the purposes of Board self-assessment and safety/security as defined in item 4 of the agenda and invited in Dr. Erardi and Jonathan Costa. Mr. Vouros seconded.

Ms. Hamilton asked whether the executive session was warned in the agenda. Dr. Erardi said that it had not been warned. Ms. Roche said that it was a special meeting and we could not add to our agenda. Mr. Costa said that we are allowed to go into executive session for the purposes of self-assessment and safety/security.

Motion passes unanimously.

Ms. Leidlein exited executive session at approximately 6:45pm

The Board came out of executive session at 8:30 p.m.

Due to the fact that the executive session was not warned in the agenda, the following minutes reflect the following items discussed in the above executive session:

Reflection on the four previous standards set by the Board for self-assessment/security.

- Immediate Communication of Safety and Security Issues among and between BOE Chair, BOE members and Superintendent (injury, arrest, loss, other important news)
- Timely Communication of BOE business, financial notices, municipal information, organizational information, district information, and community information among and between BOE Chair, BOE members and Superintendent (with cognition of the differences between fact responses, policy responses, and non-responses) and following appropriate channels.
- Regular Communication of BOE business of a planning or long-term nature among and between BOE Chair, BOE members and Superintendent. (for summary, see above “warm and cool”)
- Use of a communications designee as a way to handle Board email traffic in accordance with the previously identified standards. (for summary, see above “warm and cool”)

Reflections on responses and lessons learned from 12/14 (security)

Item 5 – Community relationships reflections

Review of climate and culture data and "Most important goal information"

Dr. Erardi will process and distribute – will serve as the foundational community data for the strategic plan.

Item 6 – Moving forward...

Board members expressed that they also want to embark on a strategic plan for the district.

Mr. Costa will generate notes from the meeting and send to Mr. Alexander.

Item 7 – Adjournment

MOTION: Mr. Freedman moved to adjourn. Mr. Vouros seconded. Motion passes unanimously.

The meeting adjourned at 8:45 p.m.

Respectfully submitted:

Kathy Hamilton
Secretary