

OLEAN CITY SCHOOL DISTRICT
410 West Sullivan Street
Olean, NY 14760

Board Retreat
August 1, 2012

The Board Retreat of the Board of Education of the City School District of Olean, NY was held on Wednesday, August 1, 2012, at 4:00 p.m. at the Olean High School Board Room, located at 410 West Sullivan Street, Olean, NY.

PRESENT: Ira Katzenstein, President
Michael Martello, Vice President
John Bartimole
Laurie Branch
Gordon E. Cross
Amy Giachetti
Dan Harris
Paul Knieser
James Padlo

STAFF PRESENT: Colleen Taggerty, Superintendent of Schools

OTHERS: Tom Simon, Facilitator

President Katzenstein thanked everyone for coming and introduced Tom Simon as the facilitator.

Introductions were done along with time/experience on the Board of Education.

Involvement Activity: What is important to me? Why did I get on the Board?

Each person shared: **What is Important and Why I serve on The Board:**

Accepting challenges in life, involvement in community activities, advocate volunteer, was asked to serve on the Board, diversity- systems and people, advocacy for leadership and developing capacity, passion, trying to better understand the world, hands on approach, the kids make the difference, confidence to work and meet others, sharing "positivities" with others, here for the children, to connect with others, belief in the wisdom of the group, interested in education, help children with special needs, bridge gap of learning with technology, looking for balance, importance of education, was asked to run, accepted the challenge, advocating for children and parents from generational poverty, high expectations, going to the letter of the law and expect it from self and others, change the image of the District – graduation rates, test scores, condoning bullying; we need to set the bar higher – set high standards and live the standards, to help children, families, moms and dads – an interest in helping children succeed, emergency preparedness and safety in the schools.

Themes: Passion to help the school district, people are important, sense the challenges, advocating, recognizing diversity

Identify the Three Main Functions of the Board: Fiscal Oversight, Strategic Planning, Mission and Vision

Committee Structure – the glue between the Board and the Management in all areas – gives the Board membership a voice – it is a dialog that helps to shape management action/decision making

Role of Board Fiscal Oversight? Set the Budget, vote on budget, approve contracts/agreements, hire internal and external auditors to ensure compliance, accept the warrant, approve policies, approve the superintendent's contract.

Role of Management in Fiscal Oversight – propose budget, analyze, negotiate contracts, set procedures, propose disbursements, execute and implement the budget and all decisions made by the Board within this area.

Finance and Audit Committee serve within this area

Role of the Board - Strategic Planning/Advocacy – Set the Mission and Vision, approve the plan, provide input, review data, support realistic objectives, to know and understand the demographics of the system and the community, engage community, the Board serves as advocates for the District – being part of groups, lobbying, etc...

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Role of Management's Role – Management by Objective – select and implement strategies, assess and evaluate then make needed mid-course corrections. Establish interim/short-term goals that align to the bigger goals. "Road Map."
Collecting, analyzing and providing data/information, engage community
Operations and Buildings and Grounds Committee serve within this area

Role of the Board -Mission/Vision – set them, stretch/challenge, be advocates for support

Role of Management – propose changes, align processes and procedures to align with the Mission and Vision, obtain buy-in from constituents, communicate the Mission/Vision

Operations Committee

All three areas are interrelated and in need of constant re-evaluation and make changes as needed.

Goals: SMART – Phase 1

Review Strategic plan

3 to 5 year budget

Create long-term fiscal sustainability

Reasonable tax-levy

Pass a budget which raises educational achievement

Evaluate effectiveness of curriculum

Develop standards of excellence

Best education at an affordable price

The Board of Education has developed and established the following goals for student achievement and finance:

- ***Student Achievement:*** Gain information that will allow the Board to examine curriculum programs and data to immediately identify needed resources that will then encourage and support innovative learning tools; methods; and environment through the increased use of technology for instruction and assessment by November 15, 2012.
- ***Finance:*** Maintain the current fund balance levels while keeping the tax levy at no more than the local annualized CPI rate for the next 5 years. Result = fiscal stability.

President's Closing Comments: Sincere thank you to Tom and the Board for a productive meeting.