

August 17, 2015

MINUTES OF THE STUDY SESSION  
OF THE BOARD OF EDUCATION  
OF SOUTH LYON COMMUNITY SCHOOLS  
DISTRICT #63-240 COUNTIES OF  
OAKLAND, LIVINGSTON AND WASHTENAW  
HELD AT ADMINISTRATION BUILDING

**CALL TO ORDER**

President Brummer called the study session of August 17, 2015 to order at 6:00 p.m.

**ROLL CALL**

**Present:** Anthony Abbate, Steve Brummer, Randy Clark, Justin Gusick, Carrie Hanshaw,  
Michele Lurz, Amy McCusker

**Absent:** None

**Others Present:** Melissa Baker, Superintendent

**PUBLIC COMMENTS**

Mr. Brummer offered an opportunity for public comments. There were no comments.

**REVIEW OF SUPERINTENDENT GOALS**

Mrs. Baker began by sharing her thinking with regard to her goals. She explained that when she was developing her goals, she used the School ADvance Ed document as a model and guide. She stated that the training on a superintendent's evaluation in the Advance Ed document is scheduled for the Board in October. She merged her goals in with the evaluation tool as it related specifically to our district. She identified her domain references as *results, leadership, systems alignment, processes and capacity building*. She took the input the Board has given her thus far with regard to goals and action items and showed them how she can imbed those within her goals to make sure those things were completed. The other central office administrators gave Mrs. Baker goals within each of their main goals to support the district goals and superintendent goals as well. Mrs. Baker shared her goals in detail with the Board. The Board offered their suggestions and would like to see a measurement piece added to her goals to be able to quantify her successes. They also suggested that it is important that she establish credibility with our legislators by building a relationship with them and having a strong voice in Lansing.

President Brummer suggested that the Board should also have goals of their own and hold themselves accountable as well. A few ideas were the Board should become more visible in the schools, take part in their own professional development through MASB classes, including the class for superintendent evaluation, continuing fiscal responsibility and establishing a redistricting plan. Another suggestion is to pass a resolution defining the Board goals. By doing this, it will show the community that the Board is putting themselves up to a standard they expect to meet.

**BOARD LIAISON ASSIGNMENTS**

Mrs. Baker summarized the liaison program to the Board. In order to increase communication with various members of the school community and to provide more visibility at key events, Board members have been assigned as building liaisons. These individuals will serve as a point of contact for buildings. Principals will share key events with their assigned liaisons and include them on their building Skylerts. Principals will also share the contact information for their assigned liaisons with PTO Presidents and SIP team members. These assignments will be reviewed annually and assigned by the Board President and Superintendent.

All Board members are encouraged to be visible in the school community and at school events. All Board members must notify the superintendent and principal, or designee, of visits to schools, including the purpose of the visit, when they are not attending a scheduled or normal parental activity. Board members will not individually undertake to observe the performance of employees or programs, including classroom teachers and administrators for the purpose of evaluating an employee or program.

Board members should communicate promptly with the President or Superintendent regarding matters of concern affecting the District.

All Board members are encouraged to attend graduation and senior award programs.

The Board would like to update district policy to include Board liaison verbiage.

**PUBLIC COMMENTS**


Mr. Brummer offered a second opportunity for public comments. There were no comments.

**ADJOURN**

Moved by Mrs. McCusker, supported by Mr. Clark to adjourn the meeting at 6:50 p.m.

**Ayes – 7, Nays – 0. Motion carried.**

Respectfully submitted,



Carrie L. Hanshaw,  
Secretary