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**MEETING OF THE GOVERNANCE COMMITTEE
IOWA CITY COMMUNITY SCHOOL DISTRICT BOARD OF DIRECTORS
509 S. DUBUQUE STREET, IOWA CITY, IA 52240
2ND FLOOR CONFERENCE ROOM
FRIDAY, JANUARY 28, 2011 @ 9:00AM**

- I. Approve November 23, 2010 minutes ([Enclosure 1](#))
- II. Review Committee Charter Language ([Enclosure 2](#))
- III. Discuss option of Board Orientation Committee
- IV. Participation by the Public at Board Meetings
- V. Review of Charney Associates Retreat
- VI. Agenda Setting



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MEETING OF THE GOVERNANCE COMMITTEE
IOWA CITY COMMUNITY SCHOOL DISTRICT BOARD OF DIRECTORS
TUESDAY, NOVEMBER 23, 2010, 5:30PM
509 S. DUBUQUE STREET, IOWA CITY, IA 52240

MINUTES

Present: Tuyet Dorau, Patti Fields, Gayle Klouda and Steve Murley
Absent: Toni Cilek

Meeting Start: 5:38pm

Approve October 26, 2010 Minutes

Minutes of the October 26, 2010 meeting were approved.

Ends Policies

Director Klouda shared background on the character education goal stating it was a 2009-10 Board goal that was carried forward from the previous year. The direction of the last committee discussion was intended for what the next steps were with the character education goal. That was the first time there was an objection to proceed. Director Klouda asked if the committee wanted to continue with character education as the next goal.

Director Dorau stated she does not feel that is the direction to take now and shared her concerns with placing character education before academic ends policies.

The committee agreed to seek Board input on whether to reconsider the directive or charge the committee with the completion of the character education policy.

Discuss District and Board Goals as a Continuation of Discussions During Retreats

Superintendent Murley stated he is working on schematics on how to frame Board goals to support the mission statement, district goals and ends policies. The committee discussed what it is the Board is looking for from them and stated the Governance Committee should support Board goals, not set them. Murley will work with administration to draft district goals and share them with the Board to see if they are in agreement that they should be district goals. If so the Board will proceed to set Board goals. Murley will forward the draft for the December 8, 2010 Facilities Committee meeting and district and Board goals will be placed on the January 11, 2011 Board agenda for discussion.

Attendance Policy ([Enclosure 1](#))

Director Klouda shared a draft of the attendance policy. The committee discussed the policy and where it would fit in Board Governance. Klouda distributed the draft policy and ask for input or edits by December 13, 2010. The policy will be included in the committee report at the December 14, 2010 Board meeting.

New Director Handbook

Director Dorau stated that with a few minor additions the new director handbook is ready to be presented in draft form. She will distribute the draft handbook to the Board for review before the meeting with Jim Hyatt of Charney Associates. The draft handbook will be included as an enclosure for the committee report at the December 14 Board meeting.

The next Governance Committee meeting will be on January 25, 2011.

The meeting adjourned at 6:36pm.

Minutes prepared by Kim Colvin.

Appendix 8

Charter for ICCSD Governance Committee

PURPOSE:

The purpose of the ICCSD Governance Committee is to insure that the district governance policies remain current and relevant for providing direction to the Board and Superintendent in achieving the mission of the Iowa City Community School District.

ACCOUNTABILITY:

The committee will be accountable to the Board of Directors. Although the committee will be expected to identify changes needed as outlined in the responsibilities, all changes must be reviewed in regularly scheduled Board meetings and approved by the Board.

RESPONSIBILITIES:

- 1 To lead the process for continuously reviewing and renewing the district governance policies.
- 2 To assure that the Board and Superintendent 1) are adequately trained on the policies and their intent; and 2) follow the policies.
- 3 To assure that information is readily available to the public that explains the policies and their intent.

PROCESS:

Membership:

The committee will be renewed each year during the Board retreat that follows the September board election. The committee will consist of three Board members. Ideally, the committee will include both experienced and new Board members. The membership intent is to 1) provide Board continuity; and 2) to educate new Board members about the governance process.

Meetings:

The committee will establish its meeting schedule.

Duration:

The committee will be a ~~an ongoing~~ standing board committee