



UNIVERSITY SCHOOLS

HOME OF THE BULLDOGS

(970) 506-7000

6525 W. 18TH ST. GREELEY, CO 80634

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WORK SESSION MEETING MINUTES

UNIVERSITY SCHOOLS BOARD OF GOVERNORS

**Friday, March 3, 2023
Main Building Conference Room**

12:00 P.M. Work Session

1.0 CALL TO ORDER

- Call to order at 12:02

2.0 ADOPTION OF AGENDA

3.0 ITEMS FOR DISCUSSION

3.1 Director's Contract

- Ryan starts things off by setting expectations for the meeting and the items for discussion. He also brings up a few key topics including Weaver's evaluation metrics and timeline.
- The first point of discussion was evaluation dates. (renewal, evaluation, termination dates) It is currently July 1 to June 30.
- Greg shares the background behind the term "director" at University and suggests that we change that title to "superintendent of schools." His opinion is that Weaver's job most closely resembles the job description of the superintendent of schools.
- Weaver also suggests changing the name from the board of governors to board of directors.

- The next possible date change is regarding a goals meeting to set expectations for the upcoming school year. The suggestion was presented to have that meeting in the summer before the school year starts. Since that matches with the board turnover date, members agree to move that date to the June 15th meeting.
- The next discussion point was regarding the beginning and mid-year evaluations - points 19 and 20 in Director Weaver's contract. Frequencies, content and dates of the evaluation were included in the discussion. Members shared what they considered important to include in the evaluation.
- Greg mentions the pattern of quarterly reviews and members agree with the importance of consistent data throughout the year.
- Tina mentions the combination of long term and short term goals and how the consistent data from reviews helps shape those goals. Tina also mentions how different goals have to have different timelines to match how fast the data comes in.
- Jennifer mentions that the league of charter schools has a mid-year progress check ins and an end of the year check in with the bulk of the evaluation with regards to the teacher evaluation.
- Several members share that end of the year reviews may be a logical timeline to check in to see how the year went. Jake P suggested breaking up each survey into separate quarters.
- Members discuss different ways to increase parent engagement in surveys. Greg suggests giving parents the surveys when they come in for parent/teacher conferences.
- Ryan suggests the goal setting in June, board formal evaluation closed session in may, parent and faculty evaluations thrown into the mix when they happen, notification of renewal in january 15. He also shares the importance of having natural evaluation timelines - they are discussed when they naturally occur. Weaver jumps in and suggests moving the formal evaluation discussion in the summer and having mid-year check in in December
- Jennifer suggests that point 19 in her contract is changed to talk about mid-year check-ins and point 20 to talk about the end of the year evaluation.

- Members agree that it makes sense to have the formal board evaluation in the summer and have a mid-year check in december with the addition of board directed quarterly check-ins.
- The next point of discussion is the term of the contract. Ryan presents a few contracts from surrounding schools to compare. Many of them are 3 to 4 years. Several members advocate for multi year contracts. Greg mentions that single year contracts aren't realistic due to the nature of the job.
- Members also talk about the possibility of multi year contracts for teachers as well.
- Eric presents a hypothetical scenario where a new director takes the job every year. He states that if it changed that often, then no one would ever get to an actual long term, effective goal.
- Jennifer mentions the importance of stability and consistency in a world where it is difficult to get qualified people in the classroom. High turn over threatens that stability.
- Members reach a consensus regarding a 3 year contract.
- There was some discussion about what needs to be policy and what needs to be procedure.
- Ryan brings up compensation and Jennifer mentions that in the past, the same raise has been given to every contract in the school. Jake P suggests including a section about compensation in the director's contract with room for negotiation.
- Recap: adjust 19 to focus on the mid-year evaluation, closed session in december meeting and january 15 will be notification date.
- May will be the board evaluation
- 18 will be changed to june 15
- 1 will be changed to 33 years running from July to june
- Title change from director to superintendent
- Members schedule an executive session during April's meeting to land the conversation from previous meetings.

4.0 NEXT REGULAR MEETING – MARCH 8, 2023

5.0 ADJOURNMENT

- MEETING ADJOURNED AT 1:32