

Spring Branch Independent School District
Agenda Item Information

Date of Board Meeting: September 13, 2010

Subject: Discussion of Leadership SBISD Project

Administrator Responsible:

Name: Duncan Klussmann, Ed.D.

Position: Superintendent of Schools

Purpose of Agenda Item: Discussion

ADDITIONAL INFORMATION AND/OR BACK-UP:

The Board will discuss the proposed development of a project to be entitled "Leadership SBISD". Background information is included on the following pages, as well as information on the proposed project and development process.

Questions for Discussion:

- Is the Board willing to add a liaison position with the responsibility of recruiting a volunteer chair for the upcoming Leadership Class Year?
- What budget guidelines will we give the planning task force?

Building the SBISD Leadership Community

Background

Spring Branch ISD has a history of active stakeholders that participate at all levels of the district based on opportunities provided by the current district and board leadership. Patrons continue to choose Spring Branch ISD as their residence with the expectation that schools will remain strong and involvement in the schools will be welcome.

A systematic program that educates stakeholders on the functional areas of the district along with educational philosophy, practices and legal mandates would provide SBISD with knowledgeable parents and business and community partners to support district initiatives. The program would also build an educated voter populace and ambassadors for the district.

Other districts in the Greater Houston area and around the state have leadership programs that can serve as models. Aldine, Katy and Clear Creek are examples of districts in the Houston area with a leadership program. A district task force would be chartered to create a program framework that meets the unique needs of SBISD. Based on existing programs, the task force might recommend a multi-session program that focuses on one functional area or topic each session over a several month period. Topics from other districts include Transportation, Food Services, Round Table discussion of topics related to Curriculum and Instruction, Budgeting and School Finance and Technology in the Classroom. Most existing programs offer one class per year for a group of 25-40 individuals. Selection is by application with each class representing a balance among stakeholder groups and district geography.

Purpose & Scope

A task force would be chartered to plan a leadership program to begin in 2011-2012 with content to be delivered by SBISD staff and which would result in the following:

Provide parents, community members, business partners and other volunteers with knowledge of district practices, policies and requirements. The program will create a knowledgeable cadre to serve on district committees and task forces, as campus and district leaders and as key communicators and better informed voters.

The task force will be led by volunteers and supported by Board representative(s) and the Board Executive Assistant. They will:

- Develop an inclusive process for educating stakeholders about SBISD including a proposed calendar, topic list, session length and location(s).
- Identify costs for program and proposed funding. (tuition or district budget).
- Develop a process with timeline and support materials to select program participants.
- Develop a structure for ongoing management of the process by volunteers with a Board liaison.
- Prepare a written report and a presentation on recommended program to SBISD Board of Trustees who will accept or modify and implement program.

Task Force

Composition:

- 20 members from the following groups: Parents, Community Members, Business Leaders, Board Members, Staff Representatives, Students(?)
- Co-chaired by active volunteers from Partners in Education Board, Volunteer Advisory Board, District Improvement Team PTA Council or Spring Branch Education Foundation. Directed by Board representative(s)

Outcomes:

- Research Other Models
- Recommend
 - Position description for Volunteer Chair and Profile of a Class Member
 - Selection Process (including constituent mix) & Class Size
 - Topics & Presenters (position)
 - Session Format
 - Program Logistics
 - ❖ # sessions
 - ❖ Time and length
 - ❖ Location(s)
- Prepare written report with recommendation and any support materials for Superintendent and Board of Trustee

Individual Commitment:

- Attend 4-5 task force meetings. “Learnings” and Overall Guidelines meeting is required.
- Serve on sub committee with minimum of two sub committee meetings.
- Actively participate in discussions.

Co-chair Commitment

- Recruit Task Force members with assistance of staff and Board of Trustees
- Prepare and distribute meeting calendar to members at least two weeks before first meeting
- Prepare agendas and facilitate meetings
- Publish meeting minutes within week of Task Force meeting.
- Manage work of task force
- Prepare report outlining work and recommended program
- Present recommendations and report to Board of Trustees

Proposed Task Force Plan of Work

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| October | Committee Kick-off Visit other programs/research models |
| November | Complete visits and research of other models Capture "Learnings" and develop overall guidelines for program Identify Sub Committees |
| December | Sub committee Work Group Meeting Sub committee Work Group Meeting |
| January | Presentation & discussion of recommendations by sub committees Second meeting, if needed, to reach consensus |
| February | Presentation to the Board Develop Application |
| March-April | Program announcement & solicitation of applicants Recruit Volunteer Chair for 2011-2012 |
| May-June | Class Selection |
| Inaugural Class | September 2011-12 |