

The notes below were written by the chair of the WLCSC Board of Trustees, Rachel Witt, and sent to the members of the WLCSC board of trustees, the Superintendent of schools, date as noted. They were written as documents to aid collaboration and contain both informative and deliberative items. They are informal communication, written with the sole purpose of information to board members to facilitate individual members' ability to execute the task each were elected to do. They were not written for any form of publication.

Writing of these weekly notes and distribution to the board is voluntary and can be stopped at any time. A school board may decline to distribute information that is deliberative. Deliberative is defined, in part, as expressions of opinion or thoughts that are of a speculative nature, and that are communicated for the purpose of decision making. Nearly all language in these notes exactly fit the description of deliberative.

The Board Chair, in consultation with corporation and board leadership, is releasing these documents, only minimally redacted, as part of our ongoing work for transparency. Names/pronouns are redacted to ensure a first-person voice. Other redacted language could include: Legally protected information, i.e. personnel or student names or reference, deliberative information where release of the information could potentially cause harm to a person or group of persons, or inhibit the ability of the board to conduct the business of the board.

Redacted Text is noted by <Redacted Text>

As always, these notes are confidential. Please note: these are combined notes from 11/20-12/3. I took a week off notes for Thanksgiving holiday, however, there was still a fair bit of activity to update you on. If you have any item you are interested in more conversation about, please let me know. I will set up a time with you. You are also always welcome to add comments to these notes if you have additional resources that would benefit the board. Rachel

Board/Development - Training

- Board Goal #1. Members <Redacted Text> have lead.
- Board Goal #2 related to communication. Members <Redacted Text> meeting 12/6.
- New member onboarding meeting scheduled for afternoon of 12/12
Attending <Redacted Text> and various central office staff regarding their particular areas.

Meetings of the Board

- Next Regular Meeting 12/12. Draft agenda in process.
- There has been some conversation among <Redacted Text> and the board officers regarding the seating assignments for board members at meetings to improve the ability to hear and communication overall. We made some improvements upon that about a year ago, and I think we have need for another tweak to close the gap between us all a little more. We are somewhat limited by the physical space and furniture. I am also interested in trying a different physical orientation to the board for persons who are addressing the board to make it less performative and more inclusive to the meeting and productive. Name placards will be at our seats as usual

so you will know where to sit and as always, please let me know if you have feedback on how we might improve this.

- 1/9 meetings: As you are all aware, there are a number of important (and legally required) tasks we complete at a series of meetings held on this night. Below is listed what I anticipate to be the order of events. I am communicating this very early to allow for conversation. If you have thoughts, please share them.
- 1) Swearing in of new and reelected members. Oath language has been finalized. Incoming members have been advised to read the bylaws in preparation. <Redacted Text> as a notary public is certified to administer the oath and will do so. <Redacted Text> will file the paperwork on behalf of the board with the clerk's office the next day. After swearing in and signing paperwork, we will take a brief moment for photos for our new members, their family and our community. New members will be seated and we'll proceed.
- 2) Organizational Meeting. In this meeting we are required to perform certain functions, the first of which is election of officers for 2023. In the past we have used a nomination committee process where members have communicated their intent in advance of the meeting. This year, we will conduct that business within in the meeting. As current president, I will direct that process for president first, then the president as determined by the board for 2023 will continue forward with remaining officers and organizational meeting agenda.
- 3) Annual Finance Meeting
- 4) Regular Meeting

Community/Patron Feedback

- x4 patrons <Redacted Text> and x1 media <Redacted Text> regarding first reading of policy related to transgender athletes. Responses given.
- x1 patron <Redacted Text> additional follow up questions. Responded to full board and incoming board members.
- x1 patron <Redacted Text> with general information.
- Q&A response regarding process to onboard new members shared with requesting patron and posted on corporation website.

General Business

- Treat Tray delivery to staff on 12/6
- Reminder of 12/7 holiday party
- Reminder to sign CO holiday cards after 12/12 meeting
- Reminder of reception for retiring members <Redacted Text> from 6-6:25 on 12/12 (immediately prior to regular meeting).

- Reviewed draft of org chart from <Redacted Text> Copy will be provided in member binders. Please let me know promptly if you would prefer your board member “binder” paper copy.
- Reviewed credit card statements.
- Continue to work public records requests. Two remain outstanding (<Redacted Text>)
- Having polled all members and found that none of us are routinely using our issued iPads, a request was placed to IT for return of iPads (to be redeployed for academic use) and purchase of chrome books for member use. This is a lower cost device that will improve efficiency for members with both a larger display and keyboard. Further direction will come from IT when devices are available.
- You should have received it via its normal distribution, but if you did not receive it, member <Redacted Text> has provided the WLSEF annual report I would recommend review to stay abreast of the excellent work done by WLSEF. Here is link: <https://app.box.com/s/9tzu4auydu7umi6e35tzu1nmvwx49gv>.
- Superintendent <Redacted Text> evaluation is signed and in his file. He will share response with board.
- <Redacted Text> .