

OUR CHILDREN. LEARNING TODAY. LEADING TOMORROW.

Mission Statement: The dedicated professionals of Pasadena Unified School District provide a caring, engaging, challenging educational experience for every student, every day in partnership with our families and communities.



**PASADENA UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

JANUARY 23, 2021

**BOARD RETREAT
NOTICE AND AGENDA**

1:00 PM – OPEN SESSION

THE ELBIE J. HICKAMBOTTOM BOARD ROOM #236, LOCATED AT 351 S. HUDSON AVENUE, PASADENA, IS CLOSED TO THE PUBLIC UNTIL FURTHER NOTICE

**THE ENTIRE AGENDA, INCLUDING ATTACHMENTS,
CAN BE FOUND AT www.BoardMeetings.info**

*Meetings are broadcast live on Charter Cable Channel 95
and on the internet at <http://live.boardmeetings.info>
Rebroadcasts are aired several times during the week;
call 1-800-912-KLRN or visit www.KLRN.us for a schedule.*

Spanish Translation Services:

**If you require translation, please send an email to superintendent@pusd.us
at least **24 hours** before the meeting start time.**

(Meetings are recorded for use in official minutes.)

A. Call to Order (1:00 p.m.)

<u>Roll Call – Board Members</u>	PRESENT	ABSENT
Kimberly Kenne – District 1		
Jennifer Hall Lee - District 2		
Patrick Cahalan - District 4		
Tina Fredericks – District 6		
Michelle Richardson Bailey, Clerk – District 3		

Elizabeth Pomeroy, Vice President – District 5		
Scott Phelps, President – District 7		
Brian McDonald, Superintendent		

Pledge of Allegiance

Culture Statement

Pasadena Unified School District shall cultivate a culture of trust where employees, parents, students, and the community are welcomed, valued, and supported. We will collaborate with each other and our partners to achieve academic excellence, pursue continuous personal and professional improvement, and build positive relationships. We will celebrate our strengths and continually embrace opportunities to improve as a community of learners.

B. Public Comment on Agendized Items Only

Members of the public have a right to address the Board concerning any item scheduled for consideration at a special board meeting. Please send your comments prior to the meeting start time to superintendent@pusd.us to be read by the Board Clerk. In your comments, please provide no more than 450 words to keep within the three-minute time limit.

C. Board Discussions

1) Welcome and Introductions 2) Reflections on Board Membership 3) Organizational/Action Planning 4) Prioritization Process 5) Selection of Three Goals 6) Recap/Summary and Affirmation	ATTACHMENT C
---	--------------

D. Adjournment

Vision 20/21: Pasadena Unified School District Board of Education Annual Retreat and Goal Setting

January 23, 1:00-5:00 pm · Zoom Platform

12:45-1:00 pm	Coffee & Delicious Lunch - in the comfort of your own home!
1:00-1:20 pm	Welcome & Introductions <ul style="list-style-type: none">● Why are we here today? Scott Phelps, Board President● Agenda Overview/Introduction of Facilitator Brian Biery● Outcomes/Objectives for Today's Retreat – 1. Reconnect and deepen our relationships/build our team; 2. Understand why we serve on the PUSD School Board; 3. Reflect on the organization's mission and why it is important to us; 4. Identify and create consensus on three priority areas for staff to take action on in the next 6 months to a year● Agreements for Engagement: to create a safe environment that will foster open and honest communication without fear of any repercussions. (listen with an open heart/mind, know that others would like to speak, understand that we are all here for the same purpose, include everyone in the discussion, recognize that all answers have value, maintain a positive perspective, enjoy the experience/have fun) any to add? agreement?● Review our mission statement: Pasadena Unified School District's mission is: "We provide a caring, engaging, challenging educational experience for every student, every day in partnership with our families and communities."● Introductions – Name, geographic area you represent and the schools located there
1:20-1:40 pm	With its Mission in mind, why is it important to you to be a member of the PUSD School Board? Why are you passionate about serving the community in this way? What do you want your legacy to be as a School Board Member?

<p>1:40-2:40 pm</p>	<p>Organizational/Action Planning Discussion - What are your key areas of concern? Why are these your top priorities? Each Board Member has provided the facilitator with 2 nominations for the priority list.</p> <p>During this section we will review this list and discuss why they were submitted by each board member. (Note: Priorities focus on the ‘what’ arena, not the ‘how’, i.e. what outcomes do we want?) Areas to consider during our discussion:</p> <ul style="list-style-type: none"> ● Growth - What type of growth is practical at this point in time? How do the effects of the pandemic influence our decision-making? ● Risk Management - Financial stability, continuing impact of COVID-19, other challenges/issues: what are we doing on each of these fronts? ● Alignment with the Students/Families/Community/Stakeholders – What could we be doing more of to best meet the needs of our students/families, stakeholders and the community?
<p>2:40-3:40 pm</p>	<p>Prioritization Process - Why is it important to you/the PUSD? Does it need to be done right away? Why, or why not? What resources might it require to achieve?</p> <p>Eisenhower Matrix - Using this decision-making system determine which of the priorities on the list are:</p> <ul style="list-style-type: none"> • Urgent and Important - Which items on the list need to be done right away (Do First)? • Important, Not Urgent - Which items on the list are significant, but could wait (Schedule)? • Urgent, Not Important - Which items need to be taken care of soon, but are not extremely important (Delegate)? • Not Urgent, Not Important - Which items are ones that could wait to be addressed (Ignore for Now)?

<p>3:40-4:40 pm</p>	<p>With our three Priority Areas in mind...Next Steps</p> <ol style="list-style-type: none"> 1. How will we monitor progress and measure success? When will be your next check-in point? (Accountability) For example, what is the reporting mechanism/system and timing that staff will use to report progress? How will we know that we are being successful? 2. What is your role as a board member in this process? What are you willing to do to help achieve these objectives? Please write down one action step that you will take before the next board meeting.
<p>4:40-5:00 pm</p>	<p>Recap/Summary & Affirmation</p> <ul style="list-style-type: none"> ● Facilitator recaps agenda, discussion, outcomes, next steps and timeline ● Each board member shares an example of what he or she gained or learned from the retreat, or particularly appreciated about the retreat ● Closing - who would like to read their action step? Give thanks/appreciation to all who participated and supported this effort!