



GOOD TO GREAT TEAM

4:30-6:00 p.m.; Tuesday, October 13, 2020

MINUTES

PRESENT: Erica Anthony, Susan Bradley, James Cobern, John Graziano, Ted Mitchell, Ralph Odell, Elaine Ramsey, Bernadette Rowley, Leslie Vogt

I. WELCOME/INTRODUCTIONS

- A. Team members were welcomed, and introductions were made.

II. OBJECTIVES

- A. To discuss the SAU #51 Presentation to the School Board the SAU 51 Audit process to date
- B. To discuss the purpose of the Good to Great Team during the 2020-2021 school year
- C. To review the Good to Great Team Charter
- D. To discuss the Tuition Study Committee
- E. To review the Audit Process Map and Audit Protocol

III. AGENDA REVIEW

- A. No new items were added to the agenda.

IV. REVIEW PAST MINUTES - July 14, 2020

- A. Minutes were approved as written.

V. PROGRAM AUDIT PROCESS DOCUMENTS

- A. Good To Great Team Charter
- B. Program Audit Protocol
- C. Program Audit Process Map

VI. SAU #51 AUDIT PRESENTATION TO THE SCHOOL BOARD

A. SAU # 51 AUDIT SUMMARY

B. PROGRAM AUDIT SAU #51 OFFICE

C. ALTERNATE SAU PROS AND CONS

D. EXPLANATION OF THE GOOD TO GREAT TEAM AND AUDIT PROCESS

E. Process Maps recommendation

1. The team discussed the recommendation to the School Board of conducting process maps for the SAU #51 office personnel.
2. It was agreed that a process map for the Finance Manager's position is the priority.
 - a. The team agreed that during budget season would not be the most appropriate time to conduct a process map of the Finance Manager's position. The team discussed a better time to conduct a process map would be later in the year. Summer was suggested as a possible time to conduct a process map, but it was suggested that the summer may not be a time available for the current Finance Manager.
3. Process maps proposals
 - a. Leslie Vogt's daughter has offered to conduct process mapping.
 - b. Tobi Chassie submitted a process map proposal to the Superintendent last June/July.
4. Ted Mitchell stated that he would put the GTGT recommendation of conducting process mapping of the SAU office personnel on the next School Board agenda.

F. Presentation Comment

1. A GTGT member stated that after the GTGT SAU #51 Audit presentation, a community member referred to the need for more transparency as to the functions of the Superintendent's position. It was noted that this comment presented well about our administration and teachers: ie. since issues are resolved to the satisfaction of the parents by the teachers, Deans, Director of College and Career Readiness, Director of Student Services, and Intervention and Title I Manager, those issues are usually not brought to the attention of the Superintendent.

VII. GOOD TO GREAT TEAM CHARTER 2020-2021

- A. The team reviewed the Good To Great Team Charter and approved the Good to great Team charter 2020-2021.
- B. The team noted that the team met the following measures of success as stated in the GTGT Charter:

1. Initiate and facilitate one program audit per year
 2. Full membership is sustained at the end of the year
- C. The measure of success not met:
1. Research process development and investigate organization development tools for use in program audits.

VIII. TUITION STUDY COMMITTEE

- A. At the September 3rd School Board meeting after the SAU #51 Audit presentation, the GTGT was asked to help with the Warrant Article re: tuitioning high school students. It was agreed to take this request to the GTGT to determine if the request was within the purview of the team and if the team could help out in any way.
- B. Since the School Board meeting, a specific task force, a Tuition Study Committee was formed. The GTGT discussed and agreed that since a committee was already formed to look into the Warrant Article regarding tuitioning high school students, then it wasn't necessary for the GTGT to do so as well.
- C. Members of the GTGT also stated that the GTGT Charter clearly states the purpose of purview of the GTGT.

IX. PROGRAM REFERRAL

- A. A program referral was presented:
1. To research and explore:
 - a. Reinstating Extended Learning Opportunities for students, with the possibility of an Extended Learning Coordinator
 - b. Possible trade/vocational curriculum
 - c. Connecting the school and businesses via MOU's to provide learning outside the classroom for students
- B. A Program Referral form was sent to the GTGT member who suggested the proposal. The GTGT member will fill it out and send it to Susan Bradley, who will email it to team members before the next meeting.

X. NEXT STEPS

- A. Review and discuss the Program Referral at the next meeting.

XI. NEXT MEETING: **Tuesday, November 10, 2020; 4:30-6:00 via Zoom.**

XII. ADJOURNMENT

