

**RECORD OF PROCEEDING**  
**Special Meeting - Worksession**  
**November 30, 2009**

The Shelby City Schools, Board of Education met in Special Work Session on Monday, November 30, 2009 at 6:00 p.m. at the Professional Development & Technology Center, 39 S. Gamble St., Shelby Ohio.

The following board members were present; Bruce Briggs, JoAnn Nelson, Randy Terman, Doug DeVito and Lorie White. Administrative personnel present included Bryan Neff, Superintendent; Diane Ervin, Assistant Superintendent; John Gies, SHS Principal; Kevin Calver; SHS Assistant Principal; Tim Tarvin, SMS Principal; Paul Walker, Dowds Principal; Scott Harvey, Maintenance Coordinator; Anne Bender, Central Principal; Keith Rittenhouse, Technology Coordinator; Kelly Kuhn, Auburn Principal; Sheri Mitchell, Special Education Coordinator; Pat Lewis, Athletic Director; and Elizabeth Anatra, Treasurer.

1. The meeting opened with the pledge of allegiance to the flag and affirmation of the district's vision statement.

The Shelby City Schools will be a place:

- where all students are proud to attend
- where the staff is proud to work
- where parents are proud to send their children
- that the community is proud to support

2. Mr. Briggs advised those present that anyone wishing to address the Shelby City Board of Education on school matters may do so by being recognized by the chairperson. Persons are requested to identify themselves and give their address before speaking. A maximum of thirty minutes is established for public input. If there are several speakers, each one should be concise and limit remarks to three minutes.

No visitors were present. A request was made that anyone wishing to comment on any agenda item notify the president so that an opportunity to speak on the item during discussion could be given. No one requested an opportunity to comment

A request was also made that anyone wishing to comment or make suggestions on items not on the agenda notify the president so that a time now or later in the agenda could be assigned for discussion. No one requested an opportunity to comment on items not on the agenda.

A request for any additions or corrections to the agenda was made, there were none.

Mr. Briggs asked Mr. Neff to begin the session with a discussion of options the district might consider to increase opportunities for students. Mrs. White mentioned as an example the possibility of waiving Physical Education (PE) at the High school Level to alleviate limits on availability of elective subjects for students. Mr. Gies expanded on the issue with examples of on-line and post-secondary courses that in the future may be considered for credit. He recommended that the board look at some policy for flexibility in this area. Mrs. Ervin mentioned standards for physical education effective June 2009 at the high school that focus on lifestyle issues. The possibility of using some middle school teachers at the high school for occasional classes was discussed. Any change in standards will need to be reflected in staffing. It was generally agreed that the goal is not to eliminate PE but to expand options for other courses such as personal finance, keyboarding, economics, use of business software, Math/English enrichment, lifestyle/personal fitness, etc.

Staff noted that scheduling begins in February, and suggested that implementation might begin with a given group of freshmen or across the board. Mr. Gies will speak to other districts (Ashland was mentioned) to see where others stand on the issue. Mr. Neff also noted that this won't solve every scheduling problem, but may provide options for some students.

Mr. Briggs introduced the topic of improving accountability for staff. The board feels strongly that a passive supervisory attitude to under performing employees is not a desirable situation. Mr. Neff mentioned the three year probationary period and contract sequence as tool in working with staff. Professional development opportunities are made available frequently and also are helpful to staff members. Since professional development is often not a short process the extended probationary period is appropriate. New members of the classified staff are subject to a one year probationary period. Board members encouraged supervisors to act firmly when issues arise with staff members.

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Several board members also commented that the district's Excellent rating reflects an excellent staff. Mrs. Ervin mentioned that staff members appreciate the OIP process and the focus that it has brought to the district including Math coaching and the increased presence of principals in the classroom. Grade level meetings and early dismissal programs provide resources to new teachers and veterans alike. The Resident Educator program is a form of mentoring and assistance to new teachers. All these efforts are reflected in academic success. The evaluation and classroom observation process was also mentioned in this context.

The question, "do we give evaluations and professional development the time they need?" Mr. Gies explained the process at the high school where approximately thirty teachers are evaluated annually. Mr. Tarvin mentioned the importance of principals' presence in the classroom and involvement in arranging for appropriate professional development, departmental and grade level meetings.

For classified staff annual evaluations, site reviews and on the job training serve a similar purpose. Head Coaches are evaluated every year. The Athletic Director attends games and practices and interacts informally as needed with coaches, athletes and parents. The athletic department also does periodic surveys on topics of interest.

After a short break the group re-convened and took up the topic of administrative duties-What is the board's understanding of administrative roles and what would they like to see in this area? Mr. Neff summarized some aspects of how administrative time is spent. The issue of administrators' direct impact on students was raised and examined at some length. The climate of the district and its' effect on children was mentioned as a direct result of administration. Leadership was discussed as the primary responsibility of administration. A discussion of alternative strategies for setting administrative salaries was held and Mrs. Anatra was directed to develop proposals for different structures for this.

Mr. Briggs brought the work session to a close by thanking those present for their time and efforts. A motion to adjourn was made by Mr. Terman at 8:12 pm and seconded by Mr. DeVito.

Vote Yes; Mr. Terman, Mr. DeVito, Mrs. White, Mrs. Nelson and Mr. Briggs

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Bruce Briggs, Jr., Board President

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Elizabeth Anatra, Treasurer