

Wayland School Committee

Minutes

8/24/23

Attending:

Erin Gibbons, Chair
Jeanne Downs, Vice Chair
Ellen Grieco
Erin Mueller
Christina Rodrigo

Also Attending:

David Fleishman, Acting Superintendent
Betsy Gavron, Interim Assistant Superintendent
Susan Bottan, Director of Finance and Operations
Debbie Dixson, Interim Director of Student Services Welcome
Eva Thompson, Facilitator

Jeff Sklar, Brooks Road

Welcome and Introductions

David introduced the day at 8:30 am noting the importance of psychological safety, the importance of the School Committee and administration as leaders of learning, and the importance of a healthy culture. The group then introduced themselves giving their background and hopes for the training.

Overview of Training

Eva reviewed the topics that would be covered in the training including trust building, roles and responsibilities, communication, goal setting and fun. She also reviewed the following:

Operating Beliefs:

- All students are our students, not just those in our districts or under our direct sphere of responsibility.
- As dedicated professionals, we function best under conditions of mutual respect.
- We bring diverse perspectives and skills to the team.
- If we are a highly effective team, we can engage in practices that will have a high impact on students' learning and well-being.

Community Agreements:

- Take care of yourself
- Be fully present
- Take risks
- Share the air
- Be mindful of other perspectives
- Maintain Confidentiality
- Have fun!!

She also referenced the existing School Committee Protocols.

Relationship Building

The group played "Get to Know You Bingo". After debriefing from Bingo, the group split into smaller groups to answer "What Is Your Why?". Each individual answered in terms of their role on the School

Committee or administration what motivates them, what they bring, what their needs are, and what they hope their legacy will be.

Ellen left at 9:30 am and returned at 10:07 am.

Individuals debriefed with their small groups and then debriefed as a large group. Emergent themes included trust, student focus and vulnerability.

Trust Building and Effective Communication

The group split into smaller groups and reviewed two articles, *Building a Culture of Trust* and *What is Psychological Safety*, noting what was most meaningful and what they aspire to as a team. The group then debriefed as a whole.

The group then did an exercise regarding two way communication noting (1) what the School Committee needs from each other, (2) what is needed cross team (School Committee and administration), and (3) what the central office administration needs from each other. Avoiding surprises, context setting, and information needed by School Committee from the Superintendent for reports and presentations were a few of the topics raised. Eva noted the need for the School Committee and the administration to follow up and flush out this topic.

Roles and Responsibilities

The group did an exercise regarding what is “in my lane” which included discussing various scenarios such as if a parent approaches the School Committee with a concern about a school or staff member, adding items to School Committee meeting agendas, curriculum development, and so on. The importance of sharing the roles and responsibilities of the School Committee with the public was discussed as well as the process of sharing information with the Superintendent.

Communication with Families and the Community

Individuals noted what has been successful as far as communication with families and the community both from the School Committee and from the administration. This topic will be discussed further at a future School Committee meeting/training.

Goals

David gave a brief synopsis of the Administrative Retreat which included a focus on psychological safety and the setting of goals. District goals will be presented to the School Committee towards the end of September.

The training concluded at 12:15 pm with David thanking Eva and the participants.

Respectfully submitted,

Jeanne Downs, Vice Chair
Wayland School Committee

Corresponding Documents

--School Committee Retreat Agenda

--School Committee Protocols

--*Building a Culture of Trust* article

--*What is Psychological Safety* article

--School Committee Retreat Communication Notes