



IV. B.

**Grosse Pointe Board of Education**  
**Minutes of the Work Session of November 22, 2010**  
**Room 168, South High School**  
**11 Grosse Pointe Blvd., Grosse Pointe Farms, MI 48236**

**REVISED**

<b>MEETING MINUTES</b>	President Steininger called the meeting to order at 7:00 p.m.
<b>CALL TO ORDER</b>	<p><b>Board members present:</b> Trustees Dindoffer, Gafa, Jakubiec, Minturn, Pangborn, Steininger and Walsh</p> <p><b>Also Present:</b> Superintendent Klein; Assistant Superintendents Beels, Fenton and Harwood; Community Relations Coordinator, Fannon</p> <p><b>Guests:</b> Mr. George McMullen, Mr. William Banach and Mrs. Cynthia Banach of Banach, Banach and Cassidy</p>
<b>DISCUSSION OF STRATEGIC PLANNING PROCESS</b>	<p><b>A. Purpose of Strategic Planning</b></p> <p>At Mrs. Dindoffer's request Dr. Klein provided some general background information regarding the district's history with strategic planning as well as other areas for consideration that had been discussed by Board members at their previous work session on the topic.</p> <p>The Grosse Pointe Public School System has used a strategic planning process for over twenty years as a vehicle to develop long-term goals for the district and its schools with the participation of parents, staff, community members and students. The last review of the strategic plan began in October, 2004 and a revised strategic plan was approved by the Board of Education at its meeting on May 8, 2006. In beginning this review, the district will embark on a process which includes robust opportunities for input; engages the district, parents, student and community and its strategic partners; and yields a user-friendly plan that identifies the highest quality learning goals for our students.</p> <p><b>B. Strategic Planning Process</b></p> <p>The planning process begins with an analysis of the environment in which the school district functions with a look to strengths, weakness, opportunities and threats. This process is followed by development of strategies to identify the district's mission (purpose) and vision (direction). A written plan is developed which will guide the implementation as well as communication and accountability for completion. Finally, the planning cycle concludes with an evaluation which leads back to an analysis and update of the written plan.</p> <p><b>C. Facilitating the Strategic Plan</b></p> <p>In the past, the district has typically contracted an outside facilitator for the update and revision which provides an opportunity for the planning, dialogue sessions, presentations and other meetings to be led by a consistent person who works closely with the Board of Education and central administration throughout the process.</p> <p><b>D. Participation in the Strategic Planning Process</b></p> <p>The planning process begins with the Board of Education who establishes a focus and direction for the plan and starts to build a unified approach to addressing the school system's priorities by drafting a set of goals. The next steps involve the district administration and, later, teams of staff and community members who discuss goals for each school. Focus panels at each school for parents and nonparents; two staff focus</p>

panels; a community-at-large focus panel; and a community leader focus panel provide an opportunity for feedback on priorities and insights to inform the process.

### **E. Coherence for the Strategic Planning Direction**

The strategic direction for the plan is first set by the board of Education with the reaffirmation of the district's mission and vision as well as development of draft goals for the district. These are then communicated to the administrative staff and become touchstones as each step in the planning process unfolds to ensure a coherent plan emerges at the end of the process.

### **F. Discussion**

Mr. Steininger then opened the floor for Board member questions and comments.

~~Mr. Jakubiec indicated he has concerns about the coherence for the plan and direction the plan could take and wants to ensure that the Board is very involved in the strategic planning process.~~

Mr. Jakubiec indicated that he was not in support of the proposal presented by Mr. and Mrs. Banach for their process to develop the district's strategic plan because it changes the focus from a strategic plan to an annual operating plan that is updated yearly. Their proposed process, as it was presented, appeared to be more at the annual district goals and school improvement plan level. He stated this proposal would weaken the district by allowing each building administration team to work in isolation, not as a school district, to plan the educational experience for the students. He also commented again about the need for annual building scorecards to allow for improved monitoring of individual building performance to the district goals and operating plans. He wanted to ensure that the Board is very involved in the strategic planning process.

Mrs. Dindoffer responded the alignment of the entire plan with the district's mission and vision is critical and that she also feels the improvement plans developed at each school should align.

Dr. Klein said ensuring this alignment becomes reality will be done through the initial goal setting by the Board of Education as well as the careful oversight of the central administration and school board as the strategic planning process moves forward.

Mr. Walsh noted that the Board's policy governance model provides guidance for district initiatives and noted the importance of the strategic plan not being developed in isolation from the policies.

Mrs. Pangborn stated that having the Board drive the goals for the strategic plan is very important. She noted that having a survey information and comments from parents and community members will also be important to develop the plan. Cynthia Banach responded that there is an opportunity for a variety of data to be collected both from focus group dialogue as well as surveys. Mrs. Pangborn also mentioned the importance of having a way to evaluate the success of the plan as it unfolds.

President Steininger then underscored both the importance of Board involvement as well as a means of evaluation as the plan moves through implementation. He noted that it is important the plan reflect and have strategic relevance to both the short term and long term activities in and success of the district.

	<p>Mr. Jakubiec said that the Board's key roles in the process are for analysis, evaluation and strategy development.</p> <p>Mr. Jakubiec said that the only three parts of the five parts in the Banach proposal might be useful to bring information to the board as the district's strategic plan is being updated. They would be the analysis, evaluation and strategy development modules as outlined in the proposal.</p>
<b>PUBLIC COMMENTS</b>	No one came forward at this time.
<b>ADJOURNMENT</b>	President Steininger adjourned the meeting at 8:00 p.m.

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Board Secretary