

Northbridge School Committee

Committee Self Evaluation

March 9, 2010

Presentation to School Committee

Survey Categories

- GOVERNANCE
- OPERATIONS
- MEMBER RELATIONS
- COMMITTEE / SUPERINTENDENT RELATIONS
- STRATEGIC PLANNING AND FISCAL MANAGEMENT
- COMMUNITY RELATIONS
- CONDUCT OF MEETINGS

Category Results

	Average Score	5 Strongly Agree	4 Agree	3 Disagree	2 Strongly Disagree	1 Don't Know	% Agree	% Disagree
GOVERNANCE	3.8	6	27	10	2	0	73%	27%
OPERATIONS	3.7	2	17	7	0	1	70%	26%
MEMBER RELATIONS	3.6	3	29	20	2	0	59%	41%
COMMITTEE/ SUPERINTENDENT RELATIONS	4.2	15	43	5	0	0	92%	8%
STRATEGIC PLANNING AND FISCAL MANAGEMENT	3.9	15	27	7	3	2	78%	19%
COMMUNITY RELATIONS	3.9	5	21	10	0	0	72%	28%
CONDUCT OF MEETINGS	4.2	20	26	5	3	0	85%	15%

Governance

Question	5 Strongly Agree	4 Agree	3 Disagree	2 Strongly Disagree	1 Don't Know	AGREE	DISAGREE
1: The committee's policies are clear and up-to-date.	0	2	5	2	0	22%	78%
2: The committee has adopted a mission statement.	5	4	0	0	0	100%	0%
3: The committee regularly evaluates its progress relative to the goals and objectives that have been adopted.	0	7	2	0	0	78%	22%
4: The committee refrains from involvement in the administration of the school system.	0	6	3	0	0	67%	33%
5: The committee members take part in educational workshops and conferences to help them make informed decisions.	1	8	0	0	0	100%	0%

Governance - Comments

Governance

- Policies currently being updated as it was overdue.
- Q1: With the formation of the Policy sub-committee, this rating will improve by next SC evaluation.
- Gave the policy question a low mark, but I am aware that we are addressing this issue.
- Policies are not up-to-date but a review is in process
- Q4: there is a tendency by a few members to want to micromanage Administration.
- Q4 does not refer to the entire committee, but a few members that don't fully understand their role.

Operations

Question	5 Strongly Agree	4 Agree	3 Disagree	2 Strongly Disagree	1 Don't Know	AGREE	DISAGREE
7: Roles of committee officers are defined in committee policy and understood by all members.	0	7	2	0	0	78%	22%
8: New members receive introductory training and orientation when they join the committee.	2	5	2	0	0	78%	22%
9: Procedures and protocols for committee operations are published and understood.	0	5	3	0	1	56%	33%

Operations - Comments

Operations

- Not sure what committee operations procedures and protocols are

Member Relations

Question	5 Strongly Agree	4 Agree	3 Disagree	2 Strongly Disagree	1 Don't Know	AGREE	DISAGREE
11: Members treat each other with courtesy and respect.	1	6	2	0	0	78%	22%
12: All members are encouraged to voice opinions and take positions on issues.	2	4	2	1	0	67%	33%
13: Members respect the will of the majority and support decisions once they are made.	0	6	3	0	0	67%	33%
14: Members share pertinent information with each other to prevent surprises and promote informed decision making.	0	5	3	1	0	56%	44%
15: Members "do their homework" and come prepared to make decisions.	0	3	6	0	0	33%	67%
16: Members understand the role of the individual as part of the whole group.	0	5	4	0	0	56%	44%

Member Relations - Comments

Member Relations

- Again, these comment do not reflect the entire committee.
- Q15, do not believe all members prepare adequately for the meetings
- Q14 and Q16: I had a hard time with this and would like to rank each at 3.5. At times everyone does not have all the information and on occasion there have been a few surprises. I also feel there are members that fail to look at the diversity of everyone's life outside of School Comm. We are all individuals with very busy lives.
- I marked some of these low, because of the actions of only a couple members.
- Most, but not all of the time, do members respect the decision of the committee, do their homework and share information to prevent surprises. Being honest, I feel one member has more trouble doing this than others.
- Q31, we have suspended this due to lack of usable reporting, but it is being addressed and hopefully will take place in the future

Committee/Superintendent Relations

Question	5 Strongly Agree	4 Agree	3 Disagree	2 Strongly Disagree	1 Don't Know	AGREE	DISAGREE
18: The committee regularly evaluates the superintendent using a mutually agreed-upon process.	0	8	1	0	0	89%	11%
19: The types and frequency of communications are agreed to in advance.	0	7	2	0	0	78%	22%
20: The superintendent is accessible to committee members.	6	2	1	0	0	89%	11%
21: Committee members contact the superintendent when seeking information.	3	6	0	0	0	100%	0%
22: The superintendent informs the committee of major personnel decisions.	2	7	0	0	0	100%	0%
23: The superintendent and committee treat each other with mutual respect and professionalism.	3	6	0	0	0	100%	0%
24: Both the committee and the superintendent operate on a "no-surprises" model.	1	7	1	0	0	89%	11%

Strategic Planning and Fiscal Management

Question	5 Strongly Agree	4 Agree	3 Disagree	2 Strongly Disagree	1 Don't Know	AGREE	DISAGREE
26: A long term, strategic plan exists and is regularly reviewed.	0	5	3	1	0	56%	44%
27: All constituencies of the school district are involved in the strategic planning process.	1	6	1	0	1	78%	11%
28: The budget process is documented and published.	5	4	0	0	0	100%	0%
29: Budgets are developed based on needs, from the "bottom-up."	4	4	0	0	1	89%	0%
30: The committee, as a group, presents and advocates the budget to the community.	2	6	1	0	0	89%	11%
31: The committee receives regular reports with budget and financial status for the school system.	3	2	2	2	0	56%	44%

Strategic Planning and Fiscal Management - Comments

Strategic Planning and Fiscal Management

- Q22, I answered as if the District Improvement plan is the Strategic Plan as we do not have a formal Strategic Plan. Budget process is a strength of the District, thanks, Mike L!

Community Relations

Question	5 Strongly Agree	4 Agree	3 Disagree	2 Strongly Disagree	1 Don't Know	AGREE	DISAGREE
33: The committee has a public relations plan for the school system	0	2	7	0	0	22%	78%
34: The committee encourages the inclusion of community members in as much decision making as possible.	0	6	3	0	0	67%	33%
35: The committee works cooperatively with other branches of municipal government.	2	7	0	0	0	100%	0%
36: The school system regularly reports its own progress and accomplishments.	3	6	0	0	0	100%	0%

Community Relations - Comments

Community Relations

- Q33..we have thoughts/ideas about PR but not sure a specific plan exists
- Public relations plan is in process

Conduct of Meetings

Question	5 Strongly Agree	4 Agree	3 Disagree	2 Strongly Disagree	1 Don't Know	AGREE	DISAGREE
38: Committee members receive sufficient information far enough in advance to prepare for meetings.	2	4	3	0	0	67%	33%
39: Public input is welcomed, and is done according to an established policy.	6	3	0	0	0	100%	0%
40: Full and sufficient debate is allowed.	5	2	2	0	0	78%	22%
41: Discussion is focused on issues, not personalities.	4	5	0	0	0	100%	0%
42: The physical setting is conducive to productive discussion and decision making.	1	6	0	2	0	78%	22%
43: Meetings are frequent enough to prevent overcrowded agendas.	2	6	0	1	0	89%	11%

Conduct of Meetings - Comments

Conduct of Meetings

- Q32-Often we receive emails the day of the meeting.#37-Meetings are frequent enough but still lengthy.
- Q38 - information not always received with enough time to review
- Q40: time limits should be established. At times many comments are redundant.
- Q42 - our setup could be improved
- Q43 - we meet frequently enough, but agendas are still long and crowded