

To: Parents, Teachers, Staff  
From: Brett Matthews, Board President  
Subject: Overview of Upcoming September 20<sup>th</sup> School Board Meeting

The next School Board Meeting will be September 20<sup>th</sup> at 6 p.m. Below are some highlights of the meeting and the agenda is attached.

On behalf of the Board, we want to congratulate the students, teachers, administration and parents for achieving the highest STAR scores in the history of MUS. While MUS is “not just about test scores”, it is good to see we ranked the highest in the county and among the highest in the state.

#### Student Learning and Achievement:

1. The administration will review in more depth the 2010-2011 STAR scores. They will provide a deep analysis of the data (i.e. grade level by category) in order to determine areas of strength and areas of opportunity.
2. Mr. Williams will report on the Disaster Plan, which is reviewed annually.
3. The Fifth Grade team and Mr. Bruski will provide a review of the most recent 5<sup>th</sup> grade trip and present their recommendations for this year’s 5<sup>th</sup> grade trip.

#### Human Resources:

A component of our organization is to ensure that all District employees have an up-to-date job description that reflects the duties they actually perform. Last year, we started by approving job descriptions for the Chief Academic Officer and Dean of Students. Later in the school year, the Senior Accountant and the School Administrative Assistant job descriptions were updated. The updated job description for the After School Program Coordinator will be reviewed at this meeting. Other job descriptions will be reviewed as the year progresses. The descriptions for the Superintendent and Director of Business will be reviewed at the October meeting.

#### Financial Sustainability:

1. Virginia Alvarez will present Montecito Union’s 2010-2011 unaudited actuals. A detailed summary is included in the Board packet. We end the year in a positive financial situation and provide a description and accounts for each of our fund groups.
2. The Board will also review the adoption of the “Gann Limit.” This annual report must be submitted to the State as per State Constitution to constrain the growth in state and government spending.

3. The Board will also continue its discussion relating to its approach in the creation of a financial reserve policy.

Strategic Plan:

Tammy Murphy will brief the Board regarding the upcoming Strategic Plan Summit on September 28<sup>th</sup>. The Strategic Plan is a living document that helps set MUS's strategy and goals, initiatives and priorities. This summit will be facilitated by world renowned educational leader Bena Kallick, PhD and author of Habits of the Mind, and will include parents, teachers, staff and community members in the process of reviewing certain strategic initiatives. Should you wish to learn more about the Strategic Plan Summit, please email [tmurphy@montecitou.org](mailto:tmurphy@montecitou.org).

Board Governance:

1. The Board will be discussing objectives and potential topics for a community forum that will attempt to engage the entire Montecito community in common areas of interest.
2. The Board will also be doing some professional development this year and will discuss topics on which we feel it would be helpful to receive training.

Closed Session:

Tammy Murphy will be presenting the first draft of her 2011-2012 goals to the Board for review.

Hope to see you at the Board meeting or around MUS.