

Minutes of Meeting of Board of Trustees
El Paso Independent School District
September 6, 2003
8:30 a.m.
Region 19 Education Service Center

Present: Mr. Sal Mena, Jr., President
Dr. Lorraine O'Donnell, Vice President
Mr. Carlos Cordova, Secretary
Mr. David Dodge
Miss Leonor Garcia
Dr. Charles Roark
Mr. Charles L. Tafoya, Superintendent
Mr. Fred Liner, Facilitator, Region 19 ESC

Vacancy: Trustee District 1

The meeting was called to order at 8:32 a.m. by Mr. Mena. The purpose of the meeting was a retreat for the Board and Superintendent.

The topics discussed were as follows:

1. Level II Board/Superintendent Team Building and Needs and Plans for Continuing Education
 - a. The Board will review District policies for effective support of the District's vision, mission, and goals.
 - b. The Board will evaluate the Superintendent's performance annually in compliance with state laws and regulations.
 - c. The Board will annually evaluate its performance in fulfilling its duties and responsibilities and the its ability to work with the Superintendent as a team.
2. Board Roles and Responsibilities
 - a. As a body corporate, the Board of Trustees has the exclusive power and duty to govern and oversee the management of the schools in the District.
 - b. A Trustee has power as a Trustee only when participating in a legally called Board meeting.
 - c. The Board of Trustees shall adopt a policy providing for employment and duties of District personnel.
 - d. The Board of Trustees accepts or rejects personnel recommendations.
3. District and School Board Goals
 - a. Simple
 - b. Measurable
 - c. Attainable/Achievable
 - d. Reasonable/Reflective
 - e. Trackable

4. Superintendent Goals

- a. Balanced budget
- b. Bond strategies/program
- c. Personnel reduction at Central Office
- d. Curriculum review
- e. Finance

5. Superintendent Appraisal/Instrument

- a. Characteristics of an effective Superintendent Appraisal System
- b. Calendar
 - (1) setting goals
 - (2) formative conference
 - (3) summative conference
- c. Day-to-day goals
- d. Errors in performance evaluation

Meeting Adjourned

The meeting was adjourned 11:30 a.m.

Date Approved: October 28, 2003