

# June Special Meeting Agenda

A special committee meeting of the Board of Trustees of School District #35 has been scheduled for **Tuesday, June 30, 2020 at 5:00pm** at the **Gallatin Gateway School Board Room**. (All policies can be found at [www.gallatingatewayschool.com](http://www.gallatingatewayschool.com).)

## Call to Order

## Presiding Trustee's explanation of procedures

## Public Comment- Non Agenda Items- Sign in sheet

## Old Business

### School Board Self- Evaluation

- Analyze and Discuss Community Feedback and Board Member Feedback
- Strategic Plan Review & Goal Setting

## Adjournment

*Due to COVID-19 public health concerns, and social distancing restrictions the meeting will be conducted by electronic means. Members of the public will be able to observe and participate in the meeting by utilizing an online platform. Please use one of the following options if you wish to participate:*

1. *Download the mobile Zoom app from Google Play or Apple Store*
  - a. Meeting ID: 876 3701 8231
  - b. Password: 7M42gC
2. *Use the following link to access online:*
  - a. <https://us02web.zoom.us/j/87637018231?pwd=K0E4d3c4ZllxaGM2NlplFbXN4TE5hUT09>
  - b. Meeting ID: 876 3701 8231
  - c. Password: 7M42gC
3. *Call in:*
  - a. +1 669 900 6833
  - b. Meeting ID: 876 3701 8231
  - c. Password: 075543

*"The Gallatin Gateway School community empowers our students to take responsibility for their learning so they may achieve their individual potentials as lifelong learners and productive citizens."*

Excerpt from GGS Policy #1441- Audience Participation

Audience Participation

The Board recognizes the value of public comment on educational issues and the importance of involving members of the public in its meetings. The Board also recognizes the statutory and constitutional rights of the public to participate in governmental operations. To allow fair and orderly expression of public comments, the Board will permit public participation through oral or written comments during the “public comment” section of the Board agenda and prior to a final decision on a matter of significant interest to the public. The Chairperson may control such comment to ensure an orderly progression of the meeting.

Individuals wishing to be heard by the Chairperson shall first be recognized by the Chairperson. Individuals, after identifying themselves, will proceed to make comments as briefly as the subject permits. The Chairperson may interrupt or terminate an individual’s statement when appropriate, including when statements are out of order, too lengthy, personally directed, abusive, obscene, or irrelevant. The Board as a whole shall have the final decision in determining the appropriateness of all such rulings. It is important for all participants to remember that Board meetings are held in public but are not public meetings. Members of the public shall be recognized and allowed input during the meeting, at the discretion of the Chairperson.

Cross Reference:       1420   School Board Meeting Procedure

Legal Reference:       Article II, Section 8, Montana Constitution – Right of participation  
Article II, Section 10, Montana Constitution – Right of privacy  
§§ 2-3-101, et seq., MCA       Notice and Opportunity to Be Heard

*“The Gallatin Gateway School community empowers our students to take responsibility for their learning so they may achieve their individual potentials as lifelong learners and productive citizens.”*

**MINUTES  
SPECIAL MEETING  
BOARD OF TRUSTEES, GALLATIN GATEWAY SCHOOL DISTRICT #35**

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**CALL TO ORDER**

The Board of Trustees of the Gallatin Gateway School District #35 met at 5:00pm on Tuesday, June 30, 2020, virtually via Zoom. Board Chair Aaron Schwieterman presided and called the meeting to order at 5:07pm.

**TRUSTEES PRESENT**

Aaron Schwieterman, Board Chair; Julie Fleury, Vice Chair; Mary Martin, Carissa Paulson, Patti Ringo

**TRUSTEES ABSENT**

None

**STAFF PRESENT**

Theresa Keel, Superintendent; Carrie Fisher, District Clerk

**OTHERS PRESENT**

*No sign-in sheet due to COVID-19 and meeting being held virtually*  
Ann Prescott and Wendy Hourigan

**PRESIDING TRUSTEE'S EXPLANATION OF PROCEDURES**

Board Chair Aaron Schwieterman explained the public comment process to be followed for addressing the Board in accordance with Gallatin Gateway School policy. He noted: 1) that prior to a vote the public may comment on agenda items; 2) there will be time for public comment on non-agenda items; 3) public comment periods are not intended to be a question and answer session.

**PUBLIC COMMENT ON NON-AGENDA ITEMS**

None

**OLD BUSINESS**

School Board Self-Evaluation

- Analyze and Discuss Community Feedback and Board Member Feedback
- Strategic Plan Review & Goal Setting

The Board reviewed the community survey and noted the following takeaways:

1. The community participation is much higher with the zoom meetings and therefore would like to continue holding all meeting via zoom, even when they go back to in-person meetings
2. The community doesn't seem to understand Board procedures/processes- the Board brainstormed ideas including making videos to post on social media and website with specific procedures/processes
3. Continue attending school events whenever possible.
4. The community feels the Board does not communicate well- the board noted that this is a recurring theme and they would like community ideas as to how they might be able to overcome this hurdle. Possibility add one question to the back to school survey to seek constructive feedback about how the Board could improve communication with the community.

Each Board member agreed to bring ideas to Board training & orientation for community engagement and effective communication. In addition, the Board would like to inquire about how to inquire about public communication with the Board and how the Board can address emails to the board. Current ideas include: 1) have one board email rather than individual emails and 2) put each letter to the Board in the packet every month for the Board to discuss how to follow up and move forward regarding community communication to the Board.

The Board will revisit action items after Board training/orientation and after Theresa is able to work with the staff to develop action plans for the Board goals.


#### ADJOURNMENT

Board Chair Aaron Schwieterman adjourned the meeting at 5:58pm.



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Aaron Schwieterman, Board Chair



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Carrie Fisher, District Clerk

# GALLATIN GATEWAY SCHOOL

## Strategic Plan

2019

### Overview

**The Gallatin Gateway School** has created a new direction for the school district to strategically focus its resources on identified wants, preferences, and needs of its community. As part of this process, the District has begun a strategic planning and thinking process that will lead to a stronger and more vital school district. This process will be ongoing as the District moves into the future. This strategic plan is intended to help the District in focusing its resources in a manner that will best benefit the children enrolled in the District.

The Gallatin Gateway Board of Trustees and staff began the strategic planning and thinking process necessary to fit with its commitment to children, to community engagement and to knowledge-based decision-making processes.

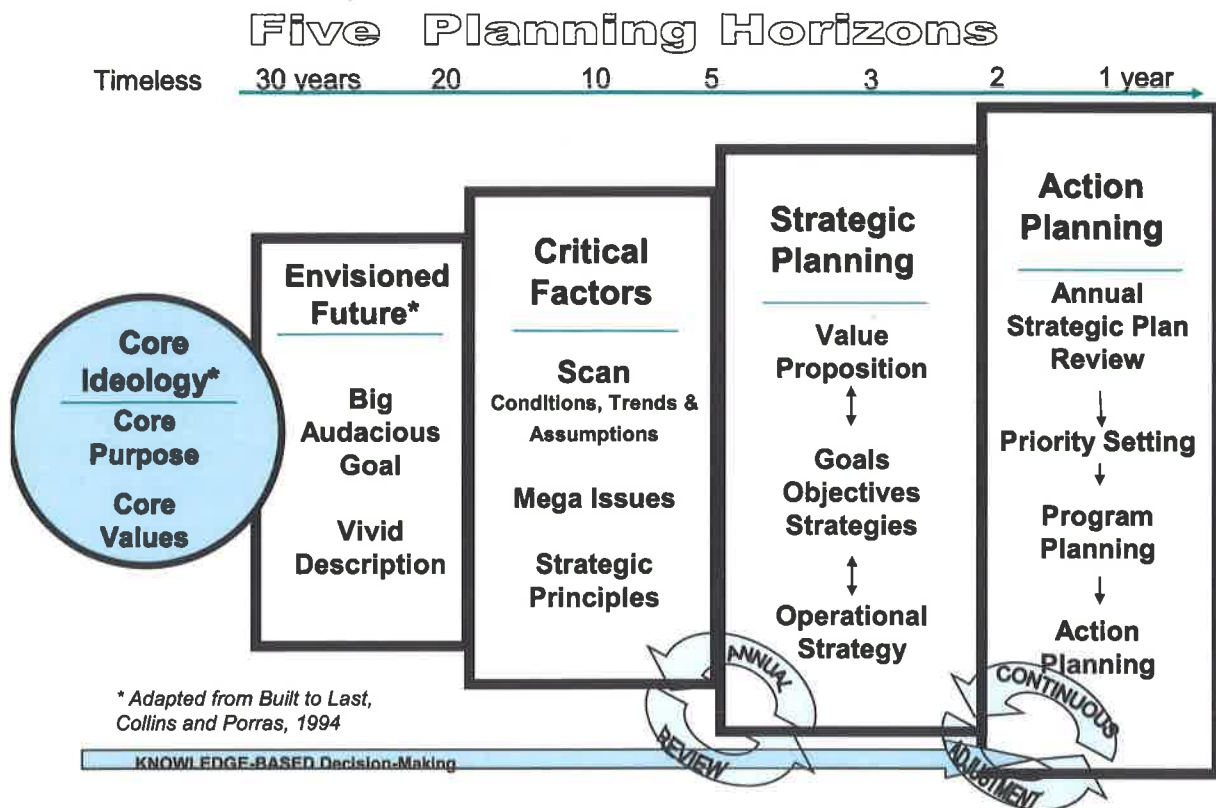
As part of its preparation for strategic planning, the District brought in Debra Silk of the Montana School Boards Association to help facilitate the strategic planning process.

On August 15, 2018, the Gallatin Gateway Board of Trustees formally adopted its new strategic plan. The Board met on August 5, 2019, to update the plan and discussed strategies to ensure the Plan remains at the forefront of the ongoing focus and work of the Board and Staff.

The District views the process of strategic planning as an ongoing process within the school system. This is not a "strategic planning project" that is completed. Adoption of a plan is an affirmation of the general intent and direction articulated by the Core Ideology, Envisioned Future and Goals and Strategic Objectives. It is understood that progress toward achieving plan strategic objectives will be assessed at least annually, and the plan will be updated based on achievement and changes in the needs of the children served by the District.

# Strategic Planning Framework

The framework used by the District for its strategic planning process was adapted from a model developed by Jim Collins, author of “Built to Last” and “Good to Great.” The Board focused on five different planning horizons, starting with the long-term issues first to provide focus to shorter term efforts.



## Core Ideology of the Gallatin Gateway School

**Core ideology** describes a school district's consistent identity that transcends all changes related to its relevant environment. It consists of two elements - **core purpose** - the school district's reason for being - and **core values** - essential and enduring principles that guide a school district. **Envisioned future** conveys a concrete yet unrealized vision for the school district. It consists of a **big audacious goal** - a clear and compelling catalyst that serves as a focal point for effort - and a **vivid description** - vibrant and engaging descriptions of what it will be like to achieve the big audacious goal.

### The Core Purpose of Gallatin Gateway School:

The Core Purpose of Gallatin Gateway School is to embrace an engaging learning culture in a safe, nurturing environment where each student thrives now and into the future.

### Core Values of the Gallatin Gateway School:

- **Individualized Success** – We value a commitment of success from each board member, each staff member and each student. The dedication and enthusiasm of each board member and each staff member together with our nurturing, inspiring environment is critical to each student’s individual success.
- **Student-Centered** – The focus of all decisions is based first and foremost on the best interests of each and every student. We value the individual attributes of each student and a school environment that promotes positive, individual opportunities for each student.
- **Sense of Community** – We believe that engagement with and respect for our community is vital to our success.
- **Accountability** – We believe that holding ourselves accountable for our successes and our challenges is essential to reaching our envisioned future.
- **Culture of Collaborative and Support** – We believe that fostering a culture in which our staff are and feel valued and supported in their roles and a culture where collaboration is embraced and honored is vital to our success.

## 10-15 Year Planning Horizon

### Envisioned Future of the Gallatin Gateway School

**Big Audacious Goal:** Gallatin Gateway School is a premier school in our area because of our dynamic, collaborative, and stimulating environment where each student thrives.

#### Vivid Descriptors of our Desired Future:

- Our small school setting allows us to focus on the individualized success of each student.
- Our staff are highly trained in meeting the individual needs, skills and learning styles of each student.
- Our staff are valued and supported in their respective roles. As a result of the supportive, collaborative environment we have cultivated, we attract and retain high quality staff.
- Our students enjoy a variety of opportunities for out-of-classroom experiences that enhance their learning.
- We are a leader in science, technology, engineering, music, arts, literacy and math.
- Our school schedule fully supports the needs, skills and learning styles of each student.
- Our educational programming is set up to fully integrate subject matters, to include real-world applications, and smooth transitions from subject to subject and grade to grade.
- Students interact with multiple caring, dynamic staff and volunteers each day. This keeps our students stimulated and enthusiastic about their learning environment.
- Because of our quality programming, we have an excellent reputation, and are well-respected.
- Families that have children enrolled in our school are enthusiastic about having their children here and have provided us with important feedback on the impacts we had on their child(ren);



- Our parents and community members welcome opportunities to volunteer. As a result of our strong volunteer program and the ongoing collaboration with businesses and professionals in our area, our students are exposed to a variety of opportunities that they wouldn't otherwise have.
- We have a greenhouse that supports the educational and nutritional needs of our students, staff, and community.
- Our facilities fully support our dynamic, collaborative, and stimulating environment and the needs of our community.

## 5-10 Year Planning Horizon

### Assumptions Regarding the Relevant Future for the Gallatin Gateway School

In order to make progress toward the 10-15 Envisioned Future, Gallatin Gateway School must constantly anticipate the strategic factors likely to affect its ability to succeed, and to assess the implications of those factors. This process of building foresight about the future will help the District to constantly recalibrate its view of the relevant future, a basis upon which to update the strategic plan on an annual basis. As the outcome-oriented goals that will form the basis of the long-range strategic plan will be based on this foresight, annual review of these statements will be an appropriate method of determining and ensuring the ongoing relevance of the strategic plan.

Creating the Assumptions - during the Strategic Planning meetings held in the Spring of 2018, the Gallatin Gateway School Board of Trustees, Staff Leadership Team, and faculty made many assumptions about the future. While many different assumptions were made, see Appendix "A" to this Plan for those assumptions that are likely to have the greatest influence on the success of Gallatin Gateway School.

## Five-Year Planning Horizon

### Outcome-Oriented Goals and Strategic Objectives

The following thinking represents goals for the next five years. They are areas in which Gallatin Gateway School will explicitly state the conditions or attributes it wants to achieve. These outcome statements will define, "what will constitute future success." The achievement of each goal will move the school district toward realization of its Envisioned Future.

Strategic Objectives provide direction and actions on how the school district will accomplish its articulated goals. All strategies included in the strategic plan should be considered accomplishable at some point in the future. Strategic Objectives are reviewed annually by the Gallatin Gateway School Board, Staff Leadership Team, and faculty.

# Goals of the Gallatin Gateway School

## Goal Area 1: Individual Student Success

**Statement of Intended Outcome, Five years:** We have successfully enhanced our expectations of students, the exposure of our students to learning opportunities, and our individualized approach to education. As a result, our students are literate and enthused about their education, are enjoying their experiences, and are thriving.

### 1-2 Year Strategic Objectives:

#### High Priority Strategy:

1. We will establish high expectations for each student and provide the necessary supports, to attain proficiency and continued growth for individual student success. This includes, but is not limited to:
  - Building on other subject matters to enhance the exposure and opportunities for each student in the arts and music programs.
  - Integrating opportunities in our curriculum and programs for each student to learn foreign languages.
  - Enhancing the educational opportunities for each student through after-school programming and provide our families with the tools needed to best support their children.
  - Enhancing the opportunities for our students to learn through real world application of concepts, problem solving and critical thinking.

## Goal Area 2: Staff and Volunteers

**Statement of Intended Outcome, Five years:** Our staff are highly valued and supported and because of our positive work environment, our staff flourish in their respective positions. Our staff, with our volunteers, collaborate in a cohesive manner that fully supports the individual needs of our students. Our staff and volunteers have positively impacted each student enrolled in our school.

### 1-2 Year Strategic Objectives:

#### High Priority Strategies:

1. We will increase the effectiveness, efficiency and professionalism of our staffing levels to ensure that we are meeting the individual needs of our students.
2. We will facilitate and promote a positive culture and make workplace enhancements that increase the satisfaction levels and enthusiasm of our staff in the performance of their duties.

### Medium-Level Priorities:

1. We will enhance the professional development opportunities for our staff with a clear focus on increasing the individual success of each student.
2. We will enhance the opportunities for staff to collaborate in work sessions with a focus on alignment of our curriculum from subject to subject, grade to grade and the transition to secondary education.
3. We will enhance the professional development opportunities and effectiveness of our volunteer program for the mutual benefit of the school, staff, students and those who volunteer their time.

### **Goal Area 3: Facilities**

**Statement of Intended Outcome, Five Years:** We have successfully integrated environmentally friendly initiatives into our school and enhanced the current and future use and efficiency of our facilities to ensure that our school meets the contemporary needs of our students, staff and the community we serve.

#### **1-2 Year Strategic Objectives:**

##### High Priority Strategy:

1. We will initiate a comprehensive review of our existing space and analyze options for future expansion in order to maximize the efficiency and use of our facilities and to ensure that our facilities support our students, staff and community.

### **Goal Area 4: Leadership, Communication and Collaboration**

**Statement of Intended Outcome, Five Years:** Through our efforts in enhancing our leadership roles, the quality and effectiveness of our communications and collaboration with parents, staff and the community, we operate in a cohesive manner that has significantly improved our District operations, programs and services and enhanced individual student success.

#### **1-2 Year Strategic Objectives:**

##### High Priority Strategy:

1. We will enhance the effectiveness of our communications with students, staff, parents and community members to create a school environment that is collaborative and solution-based involving all relevant stakeholders.

### **Goal Area 5: Safety**

**Statement of Intended Outcome, Five Years:** We have enhanced the safety and security of our facilities to minimize the risk and harm to our students and staff in the event of a safety or security breach. We have effectively enhanced our emotional support services for students. We have further experienced a significant decline in student discipline as a result of our restorative justice initiative.

## **1-2 Year Strategic Objectives:**

1. We will enhance the safety of our students and staff and the security of our school building and property. This includes but is not necessarily limited to:
  - Enhancing our safety procedures and training for all emergency situations.
  - Enhancing our counseling support for students.
  - Increasing our awareness of, training on and implementation of alternative means of addressing student behaviors.

## **Next Steps:**

The Board, Staff Leadership Team and Staff will be developing action plans identifying the key activities/events, primary person(s) responsible for championing each activity/event identified and the timeline(s) for implementing and/or completing each activities/event.

## Appendix “A”

### Megatrend Analysis to Help Inform and Assess Gallatin Gateway

#### School’s Strategic Plan

#### Assumptions about the future (5-10 years)

### 5-10 Year Planning Horizon

#### Assumptions Regarding the Relevant Future for the Gallatin Gateway Schools

In order to make progress toward the District’s Envisioned Future, Gallatin Gateway Schools must constantly anticipate the strategic factors likely to affect its ability to succeed, and to assess the implications of those factors. This process of building foresight about the future will help Gallatin Gateway Schools to constantly recalibrate its view of the relevant future, a basis upon which to update the strategic plan on an annual basis. As the outcome-oriented goals that will form the basis of the long-range strategic plan will be based on this foresight, annual review of these statements will be an appropriate method of determining and ensuring the ongoing relevance of the strategic plan.

Creating the Assumptions - during the Strategic Planning meetings, the Gallatin Gateway School Board, Staff Leadership Team, faculty and community made many assumptions about the future. While many different assumptions were made, what follows are those assumptions that are likely to have the greatest influence on the development of Gallatin Gateway Schools' Strategic Plan.

#### Assumptions about the future

- Demographics/Business and Economic Climate
  - We anticipate future growth in our District but are unsure about when this might happen as there are several possible housing developments under consideration. We are also unsure whether such housing developments will bring in additional children to our District.
- Politics and Social Values
  - We anticipate the continued desire of out-of-district students to attend school at Gallatin Gateway. Continued growth could negatively impact our small school environment which has and continues to be valued as a positive attribute.
- Technology and Science
  - We anticipate that it will continue to be a challenge keeping up with the pace of technology and the infrastructure that is needed to support it.
- Legislation and Regulation

- We anticipate that reports required by the state and at the federal level will continue to consume more and more time of our staff.

## 5-10 Year Planning Horizon

### Mega Issues facing the Gallatin Gateway Schools

**Mega issues** are issues of strategic importance, which represent choices the school district will need to make in defining the ultimate direction of its long-range plan. These issues represent potential impediments to achievement of the Envisioned Future, and form a basis for dialogue about the choices facing the school district. These questions can serve as an ongoing "menu" of strategic issues that, using a knowledge-based approach in gathering insights relative to Gallatin Gateway Schools' strategic position and directional choices for each of the issues, can be used by the Board to create regular opportunities for strategic dialogue about the future issues facing the school district.

Assumptions: Taking into consideration the external trends, challenges and issues likely to impact the future success of Gallatin Gateway Schools, the following mega issue was identified by those who took part in the strategic planning meetings held in 2017 and 2018:

Mega Issue(s) that require the District's attention:

*How do we streamline and enhance our curriculum to ensure that we are effectively meeting the educational needs of our students?*

This mega issue will be analyzed using a knowledge-based decision-making process using the following four questions to gain insight and to develop options for consideration:

**Question #1:** What do we know about the **needs, wants, and preferences of our stakeholders** (students, staff, parents and community members) that is relevant to this issue?

**Question 2.** What do we know about the **current realities and evolving dynamics** of our environment that is relevant to this issue?

**Question 3.** What do we know about the **“capacity” and “strategic position”** of our District and our community that is relevant to this issue?

**Question 4.** What are the **ethical implications of our options/choices?**