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<b>DATE:</b>	February 25, 2021
<b>TO:</b>	Geyserville Unified School District Superintendent and Trustees
<b>FROM:</b>	Babs Kavanaugh, Governance Consultant (707) 696-3977 (mobile) bkconsult@comcast.net

Thank you for inviting me to facilitate your effective governance workshop scheduled for March 2, 2021.

Attached are several documents for your review in advance of the workshop, including your GUSD Governance Handbook.

This workshop is designed to be very interactive. These materials will guide our discussion.

I look forward to seeing you next week.

Sincerely,

Babs Kavanaugh

The following documents are attached for your review.

- GUSD March 2, 2021 Discussion Guide
- Power point presentation
- GUSD Governance Handbook
- Workshop Evaluation Form

# Geyserville Unified School District

## EFFECTIVE GOVERNANCE STUDY SESSION

### March 2, 2021 - Discussion Guide

*“A learning organization is one in which people at all levels, individually and collectively, are continually increasing their capacity to produce results they really care about.” – Peter Senge*

Approx. Times	Discussion Topics
5:00 – 5:45	<b>Welcome and Introductory Remarks</b> <ul style="list-style-type: none"><li>• Review of Meeting Discussion Guide</li><li>• Rules of Engagement</li></ul>
	<b>Opening – Team Introductions</b> <ul style="list-style-type: none"><li>• What spurred your interest in serving in public office?</li><li>• What do you hope to accomplish during your service?</li><li>• What is one thing you want your team members to know about you?</li></ul>
5:45– 6:15	<b>Overview – Effective Governance System – Alignment and Focus</b> <ul style="list-style-type: none"><li>• The Governance Core: Governance Mindset; a Cohesive Board</li><li>• Review of Roles and Responsibilities</li><li>• Tools to support and sustain effective/positive governance practices</li></ul>
6:15 – 6:45	<b>Governance Culture – Providing Support</b> <ul style="list-style-type: none"><li>• What does the Superintendent/Principal need from the Trustees to be effective?</li><li>• What do the Trustees need from the Superintendent/Principal to be effective?</li><li>• What do Trustees need from one another to be effective?</li></ul>
6:45 – 7:50	<b>Governance Handbook – How the Governance Team operates</b> <ul style="list-style-type: none"><li>• In depth review of the GUSD Governance Handbook</li><li>• Additional Protocols if needed</li></ul>
7:50 – 8:00	<b>Next Steps</b> <ul style="list-style-type: none"><li>• Workshop Evaluation</li><li>• Adjourn</li></ul>

*“Democracy is never a final achievement. It is a call to an untiring effort.” ~ John F. Kennedy*

## **RULES OF ENGAGEMENT**

High performing teams have clear agreements for how they will work together to boost efficiency and effectiveness.

Choose 1-3 norms from the list below that you believe are important to promoting the effectiveness of your Governance Team.

- Keep the priority focus on all students, when making decisions
- Success depends on participation – share ideas, ask questions, draw others out
- Respect and give fair consideration to diverse and opposing viewpoints; Respect each others' thinking and value individual contributions
- Give governance the priority it deserves
- Accept and encourage constructive disagreement as necessary to yield the best decisions – nothing personal
- Presume positive intentions
- Critique ideas not people
- Be open to challenge your own beliefs and ideas; Stay open to new ways of doing things
- Honor our commitments
- Maintain confidentiality
- Check for understanding as well as agreement
- Work toward the future, learning from the past
- Celebrate success – take time to recognize small steps or progress toward goals
- No surprises from Board members or Administration at Board meetings
- Other???

# GOVERNANCE WORKSHOP

## GEYSERVILLE USD

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Babs Kavanaugh

March 2, 2021



## GOVERNANCE CORE

### GOVERNANCE MINDSET

- ★ Systems Thinking
- ★ Strategic Focus
- ★ Manner Matters
- ★ Deep Learning: Evidence Based Decision Making

### GOVERNANCE TOOLS

- ★ Discussion Meetings
- ★ Governance Handbooks/Manuals
- ★ Board Self Evaluation
- ★ Board Continuing Education

### THE EFFECTIVE BOARD

- ★ 4 C's: Collaboration, Coherence; Commitment; Consistency
- ★ Agreed Upon Roles and Responsibilities
- ★ Creating and Sustaining a Positive Board Culture
- ★ Governing with Protocols and Policies

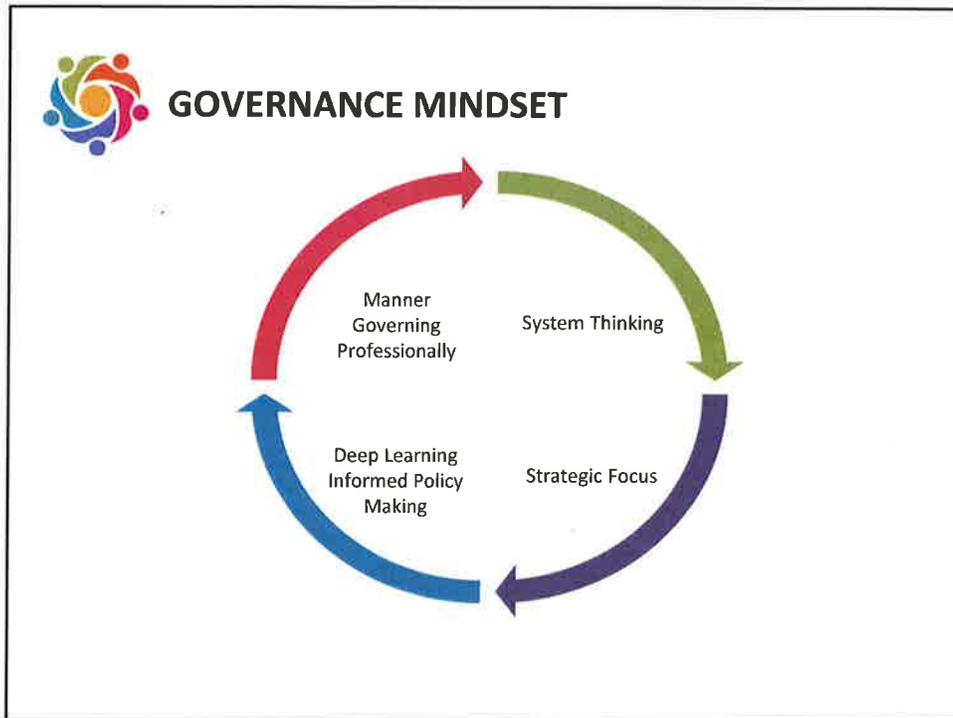


## TRANSFORMATIONAL TRANSITIONS

FROM CANDIDATE TO TRUSTEE

FROM CAMPAIGNING TO GOVERNING

- ★ PERHAPS THE MOST PRODUCTIVE WAY TO BUILD A HIGHLY EFFECTIVE GOVERNANCE SYSTEM IS WITH THE PROFESSIONAL ONBOARDING OF NEW BOARD MEMBERS.
- ★ GREAT DIVIDENDS CAN RESULT FROM AN EARLY INTRODUCTION TO SYSTEM THINKING, STRATEGIC FOCUS, DEEP LEARNING AND MANAGING PUBLIC MANNER



**GOVERNANCE MINDSET – SYSTEM THINKER**

“ACTIONS ARE NOT TAKEN IN ISOLATION. A SYSTEMS THINKER UNDERSTANDS THAT EVERYTHING IS CONNECTED TO EVERYTHING ELSE. THE GOAL OF SYSTEMS THINKING IS TO TAKE THOSE ACTIONS THAT WILL MOST POSITIVELY INFLUENCE THE SYSTEM AS A WHOLE.”



### **GOVERNANCE MINDSET – STRATEGIC FOCUS**

“THE VALUE OF THE BOARD IS IN THE STRATEGIC OVERSIGHT AND SUPPORT THAT THE BOARD PROVIDES. WHAT THE BOARD BRINGS TO THE TABLE IS THE PASSION, THE DRIVE, THE COMMITMENT TO ACHIEVE THE MORAL IMPERATIVE, NOT DISTRACTED BY DAY-TO-DAY ADMINISTRATIVE CHALLENGES.”

Fullan & Quinn.

- Coherence: The Right Drivers in Action for Schools,
- Districts and Systems, Corwin, 2015



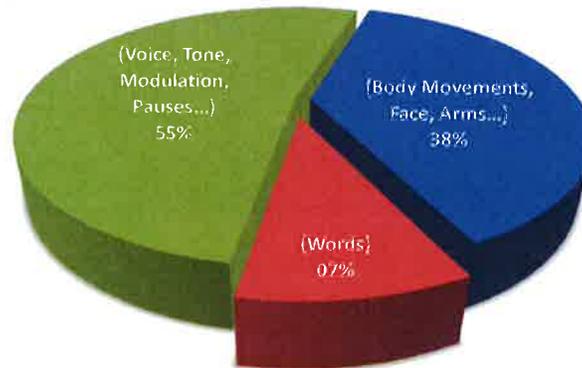
### **GOVERNANCE MINDSET – DEEP LEARNING**

“TRUSTEES WITH A GOVERNANCE MINDSET ARE COMMITTED TO MAKING DECISIONS BASED ON QUALITY INFORMATION, EVIDENCE, AND DATA. EFFECTIVE TRUSTEES DO THEIR HOMEWORK. THEY REALIZE THEIR GOVERNANCE POWER THROUGH THEIR KNOWLEDGE AND DEEP UNDERSTANDING OF THE ISSUES.

CAMPBELL/FULLAN THE GOVERNANCE CORE



## THE GOVERNANCE MINDSET MANNER



## FOUR CONDITIONS NECESSARY FOR EFFECTIVE GOVERNANCE

### COHERENCE, COLLABORATION, COMMITMENT, CONSISTENCY

1. Governing with coherence around the strategic goals
2. Governing in an environment of collaboration
3. Governing with a commitment to the achievement of the strategic goals
4. Governing in a consistent manner and focused on the strategic goals

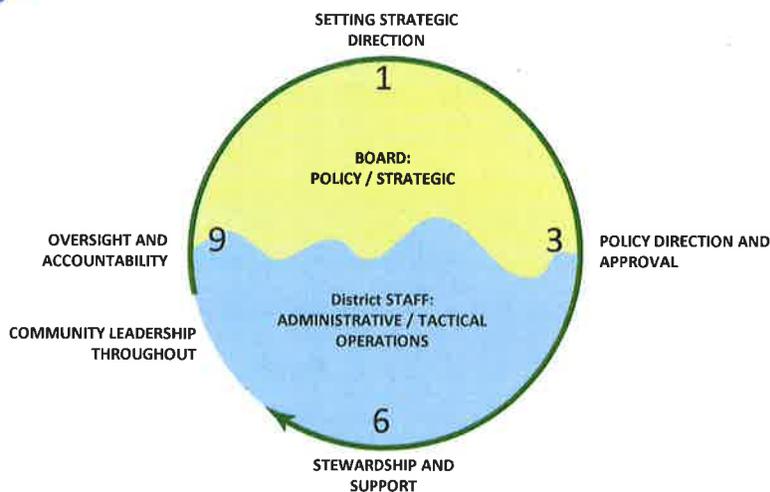


## GOVERNANCE RESPONSIBILITIES OF THE BOARD

1. Establishing strategic direction and related outcomes
2. Providing ongoing policy direction and approval
3. Stewardship and support for the work of the district
4. Oversight and accountability
5. Community Leadership



## UNDERSTANDING RESPONSIBILITIES





## **NORMS AND PROTOCOLS TO FACILITATE GOVERNANCE LEADERSHIP**

Every successful organization operates with some form of 'rules of the road'.

Norms and Protocols provide the guide rails within which the board will function. Without agreed upon processes, procedures, and protocols, it is virtually impossible for the board to function in a cohesive, consistent, and professional manner."

Campbell/Fullan  
The Governance Core



## **FINAL THOUGHTS – EFFECTIVE GOVERNANCE**

It's all about FOCUS, ALIGNMENT, and CONTINUOUS IMPROVEMENT!

*"Never doubt that a small group of thoughtful, committed people can change the world. Indeed, it is the only thing that ever has."*

Margaret Mead

***Feedback for Effective Governance Session***

<p>Important Things I learned today or had verified:</p>	<p>Today's experience/session left me feeling:</p>
<p>Questions I would like answered are:</p>	<p>Based on this session, the one thing I want to do at our next Board Meeting is:</p>