

**RETREAT MEETING of the AMHERST-PELHAM REGIONAL School Committee**

**6:00 PM**

**TUESDAY, August 15, 2017**

Lewis-Sebring Room, Valentine Hall

Amherst College

**AGENDA**

1. Review of retreat agenda, objectives & ground rules (5 minutes)
2. Discussion of Open Meeting Law (Marc Terry; 20 minutes)
  - a. General overview, discussion of implications for agenda setting, subcommittees
  - b. Open question and answer, and identification of action steps (if any)
3. Establish protocols for Regional School Committee meetings (20 minutes)
  - a. Possible agenda reforms: standing subcommittee reports and presentations, Chair/Vice Chair updates, regular budget & finance review
  - b. Discussion of member roles in meetings, use of Robert's Rules of Order, and media reporting/communication of meeting outcomes
4. Need for new committee member orientation materials and process (15 minutes)
  - a. Set next steps
5. Annual Meeting Planning & Strategic Planning (20 minutes)
  - a. Brainstorm topics, including evergreen and one-off topics
  - b. Calendar review of known meeting topics/actions by month (led by SI)
  - c. Review of Planning for Success Goals and Process
  - d. Establish initial set of priorities and/or next steps for setting calendar
6. The use of data for school committee planning, public engagement, and oversight (20 minutes)
  - a. What topics/data sets should the committee review regularly?
  - b. What are the challenges to gathering and reporting data (led by SI)
  - c. How do we select priority topics for data gathering and analysis?
  - d. How will data be gathered and used in Planning for Success?
  - e. Set next steps for Data Subcommittee, as necessary
7. School Committee engagement in budget planning process (10 minutes)
  - a. Oversight role versus Priority-setting
  - b. Ideas to improve collaborative process between SI and RSC
8. Communications Planning (10 minutes)
  - a. Discuss goals for communications and outreach
  - b. Set next steps

NOTE: There will be no public comment period at this retreat meeting.