

Agenda Item 13

CBOC Meeting Options for Discussion

During the height of construction the CBOC attempted to meet monthly (except December) with every other meeting occurring on a Saturday at a construction site. This was not consistently implemented because of personal schedules.

Currently the CBOC meets monthly (no meeting scheduled for December) with Saturday site meetings on alternate months (January is a Thursday evening meeting, February is a Saturday site tour). Monthly meetings may also be held at school sites at the discretion of the chair.

Location Options and Issues:

The **Board Room** is good for the community but there have been scheduling problems and technical problems with recording the meetings.

Rooms A&B are adequate and a new SmartBoard facilitates projection of the agenda but recording is limited to a portable recorder.

The **Professional Development Center** is a good room, but requires additional labor for setting up furniture for the meeting.

School Sites require additional labor for setting up meeting rooms and technology for Regular Meetings. Additional labor is minimal if school site visits are special meetings for site tours only.

Meeting Date Options:

1. Meeting during the 1st week of the month is about mid-point between BOT meetings.
2. Meeting during the 2nd week of the month is current practice and the CBOC is reviewing BOT actions from approximately 3 weeks prior.
3. Generally the 3rd week the month includes the Board of Trustees meeting which presents logistics problems with publishing the CBOC agenda (CBOC agenda is likely to be published prior to BOT and therefore CBOC would not be reviewing actions from the latest BOT meeting).
4. Meeting during the 4th week of the month would allow timely review of BOT actions.

Meeting Schedule Options:

1. Schedule Regular Monthly Meetings at a fixed location.
2. Schedule Regular Monthly Meetings alternating between fixed location and school sites (site meetings can be same day of month or on a Saturday).
3. Schedule Regular Monthly Meetings at a fixed location and schedule Special Meetings for site visits.

Staff Recommendations:

1. Establish a tentative monthly meeting schedule for 2013.
2. For Regular Meetings establish an intent to meet on the ____ day of the ____ week after the BOT meeting. This will allow the chair and staff to change meeting dates to align with BOT dates.