



# **CCSD Board of Education Visitation Committee**

## **Meeting Minutes:**

**Date:** Tuesday, September 19th, 2023

**Present:**

Richard Schaffner

Carl Gilpatrick

Bass Shakra

**Called to Order:** 7:01pm

### **School Visitation Schedule**

The committee reached a unanimous agreement to conduct two school visits during the current academic year. The first visit is slated for sometime in late October or early November, while the second will be planned for early April, following spring recess. Each visit will be spread over two days, with one day focusing on the district's three elementary schools and the other day dedicated to the Middle and High Schools. The visits will take place between the hours of 7:00 AM–11:00 AM or 8:00 AM–12:00 PM, depending on the school's start time.

### **Committee Charter**

The committee agreed on the need to formalize its role and procedures by creating a written charter. This document will serve as a guide for both the current committee and future visitation committees.

### **Open Chats with Teachers**

A discussion took place about last year's 'open chat' sessions. These sessions are designed to facilitate one-on-one interactions between teachers and board members. The committee reviewed feedback and is considering steps to ensure that all staff have the opportunity to participate in these conversations.

### **Next Meeting and Visitation Dates**

The dates for the committee's upcoming school visits will be discussed and confirmed via email correspondence.

**Meeting Adjourned:** 8:25pm

