

1. Committee members should take part in additional educational opportunities to help them make more informed decisions.

Action Items

- Create calendar of events such e.g. MASC, DESE, Conferences
- Create list of publications and online sources
- Create list of sources that can be used as resources e.g. the Voc Tech School, Charter Schools
- Start a School Committee book club
- Identify a way to share the information gained.

Measures of Success

- Each committee member will identify the opportunities that they will participate in
- Committee will have a procedure for sharing that information
- Committee members will feel more prepared for discussions

2. Committee members should increase their advocacy work on behalf of the Melrose Public Schools.

Action Items

- Identify local advocacy opportunities within Melrose
- Identify state level advocacy opportunities
- Identify other partnership opportunities
- Begin set up of Alumni Association as stated in the Strategic Plan

Measures of Success

- Each committee member will identify the opportunities that they will participate in
- Committee will have a procedure for sharing information gained from this work

3. Roles of committee members need to be more clearly defined and understood by all members.

Action Items

- List of policies related to committee member roles
- Review all pertinent policies and revise as needed
- Research other areas that might be added to our policies/procedures

Measures of Success

- Changes made to policies reflect clearer roles for members
- Members report a better understanding of their roles

4. The types and frequency of communications and information requests from the Melrose School Committee should be more clearly delineated.

Action Items

- Identify policies which cover committee communications and revise as needed
- Identify policies which cover committee information requests and revise as needed
- Participate on Communication Plan Working Group
- Determine any SC specific procedures that are necessary beyond those listed in the Communications Plan

Measures of Success

- Completion of the MSC/MPS Communication Plan
- Revised MSC policies are clearer and better understood
- Creation of additional procedures that are MSC specific

5. Published procedures and protocols for committee operations need to be clearer.

Action Items

- Identify policies which cover committee operations and revise as needed
- List current procedures (explicit and implicit) and revise/add as needed

Measures of Success

- Revised MSC policies are clearer and better understood
- Committee members and the public report better understanding of committee operations

6. Continue improvement to the budget process with a focus on openness and understandability.

Action Items

- Determine areas of possible change
- Revise Citizen's Guide to the Budget
- Look at other district's efforts

Measures of Success

- Committee members and the public report better understanding of the budget and the budget setting process