

Values Identification TF Meeting #2 7.7.21 3:30pm  
Tentative Agenda

Members: Kassie Larson, Heather Krisko, Emily Graveen, Teresa Ward, Peter Vang Dean (all members present)

**Value Identification Task Force**

Goal: To identify the values that the MSA Community believes are important in a director and to use that information to guide the hiring process.

This task force will create a survey for all members of the MSA Community (parents, students, staff and teachers) to identify the values and skills that we believe are crucial in hiring a new director. The survey should be completed by September 1, be sent to the community and the results collected by September 15. The taskforce will send recommendations broken down by group to the Hiring Committee, so that they can create a process that reflects these values.

Time Commitment: This task force will mostly meet over the summer for monthly meetings. There may be more frequent meetings in September. Members will be asked to complete work between meetings. This work should be completed by October.

Agenda

1. Discuss Process for Survey--A quick discussion was had re: more than one survey--stakeholder specific. It was suggested that the surveys could be different for the various stakeholder groups.
2. Determine Stakeholder Groups--Discussion of who the groups would be was had, and it was decided that we will develop surveys for the following stakeholder groups: Staff: parents/guardians and students (Participant will be asked to identify as teacher or support staff and parent/guardian or student. Participants will also be asked if they are new or returning).
3. Determine Timeline--Discussion centered around the order of the surveys issued if various stakeholder groups receive different surveys. We recommend that staff will be issued surveys during an allotted time during teacher workshop week. Heather will speak with Director Dodge to ask for a time to present the survey and for teachers to work. Once the results are in, we will look at these and determine if anything should be added to the parent/guardian and student survey.  
Our survey should be formulated by August 18th and should be approved for Parents/guardians should receive the survey no later than September 8th with submission due on the 14th. Students will receive the survey on September 10th (Heather will confirm with Joell that there is Advisory) with submission due on the 14th as well.  
This task force will meet on the 15th to review and compile results.
4. Determine approx number of questions/types of questions--Peter added notes to the "Possible Questions to Ask in the Stakeholder's Survey" document that suggests we stick with questions that are formulated using the Likert Scale (e.g., "On a scale of 1 to 5

...). It was further recommended that some questions have an opportunity to comment on questions.

Note: Discussion led to trying to make the questions centered on the Core Values but seeing a glaring need to revisit whether the stakeholders feel the values are being met. Heather will speak with Lisa about how to proceed. It was suggested that we may need to address the BOD with our concern and find out if changing MSA's Core Values is something that can be looked at in the near future. We understand that this is not the job of this task force but do see that as MSA is changing, our values need to evolve accordingly.

5. Determine Platform: Google Forms will allow us to sort data in various ways, but comments do prove to be a little more difficult to review. We will need to allow for this.
6. Determine method(s) of access: Surveys will be issued via email, announcements, and on the MSA webpage so that stakeholders will need to log in to complete the survey; response should be limited to one; surveys will be anonymous.

Assignment for next meeting: **July 21st @ 3:30 PM**

Each person should update/streamline 4-5 possible questions to the document with a recommendation for which stakeholder group(s) the questions are best suited to determine the most important values and skills that a permanent Director needs.