



Educational Leadership Team Meeting

Thursday, June 1, 2006 Minutes

1 Judy called the meeting to order at 7:40 a.m.

2

3 **Not Present:** Deb Robbins

4

5 **Appriciation for Ed. Wilkens**

6

7 **Updates**

8 • Student Support Services Assistant

9 Allison will be taking the position of Student Support Services Assistant.

10 • NECAP Testing

11 The NECAP window is 10/2/06-10/20/06. There will be no more out-of-level testing. Students
12 will need to interact with on-level-testing to determine AYP (adequate yearly progress). The
13 Performane Aessment is similar to out-of-level testing but is not used for AYP—students with
14 disabilities must take two assessments. The practice tests may fit into the practice test process
15 already in place. Testing is done on an individual team decision based on student need. Practice
16 testing must be completed by the end of the school year—it may not be practical to do this for this
17 year. Applications are due by the end of the school year.

18 • Pillars of Planning

19 The Pillars of Planning meeting was held on May 31, 2006. This is the first cycle of Pillars of
20 Planning to be completed. There were board task team updates from the Building Blocks, Leaders
21 at Work, and Future Framing task teams. The wellness policy was not approved as the board felt
22 there was not enough restriction within the policy. One main concern is regarding soda in schools.
23 The board asked for data regarding lunch participation and what the economic factors are. A large
24 question remains regarding whether or not Food Service will continue to be self-sufficient. The
25 money collected from vending machines totals around \$90,000 a year. This money is used
26 throughout the system. If vending is removed, what happens to participation and where will this
27 money come from? So far, Food Service has been kept away from the budget. If it is no longer self-
28 sufficient, the budget will increase as Food Service will be added as a new item. The policy is stalled
29 at first reading. Now, data analysis will occure and a survey will be created for feedback from the
30 community. The policy will be read again at the September SU Board meeting.

31 • Topical Board Meeting Calendar

32 The Topical Board Meeting Calendar was shared with the group. Carousel board meetings are new
33 to the SU this year. There will be three carousel meetings a year, starting on June 19. At these
34 meetings, all the boards will meet on the same day at the same time in the same place. They will
35 each meet in different rooms and administrators will rotate between the meetings.

36 • Overall Calendar

37 The large year calendar was shared. This calendar includes meeting dates for the Educational
38 Leadership Team, the Administrative Team, and all the boards.

39 • Supervision and Evaluation Roster

40 The Supervision and Evaluation Roster is nearing completion. Principals were asked to review the
41 data on the roster so it can be completed for board review in June.

42 • Outstanding Teacher Award

43 There have been two nominations for the Outstanding Teacher Award from the high school. No
44 nominations have been made at the elementary levels. It seems that this process has grown stale.

45 • Richardson Report

46 There has been an error on the high school data. Some data for the high school was transposed
47 from data from CVU. Nancy Richardson has made a change in her report and has written a letter
48 regarding this. This error did not significantly change her recommendations, though the credibility
49 of the report has come into question. The error was shared with department heads at the high
50 school. The next step is to share the error systematically. The report may be redistributed with a
51 cover letter explaining the error and the change.

52 • Field Trips

53 Field trips that are created should try to be inclusive all of students who participate in regular
54 education.

55 • VoIP Implementation

56 The implementation of the new phone system was completed last week. Now, IT is in “Phase 5”—
57 Cleanup. Grant asked the team if there had been any concerns or comments regarding the phone
58 system. It was noted that a protocol should be set up around E-911. Every time a 911 call is made,
59 the high school is notified. Thus, there should be training around what do in this event. Phones are
60 also easily accessible to students in some schools. Any over-arching concerns should be directed to
61 Grant.

62

63 **Task Team Updates**

64 • Handbook

65 Kathy handed out the bill for the handbooks. Money from the FY’07 budget should be used in
66 paying for these bills.

67

68 The updates will be put on hold until next meeting.

69

70 **New Business**

71 • Professional Development Strands

72 Linda handed out the topics of each strand for the upcoming year. The department heads at the
73 high school have a clear understanding of these topics. Consultative coaches will be able to spend
74 time in each building on the quarter days to observe and coach. They will also be available at the 90
75 minute session. This strand model is always evolving. The plan is to capitalize on in-house
76 relationships. The focus is on differentiation at the high school. Linda will be sending registration
77 materials for the strands soon.

78 • June Leadership Days

79 The topic calendar was handed out for these dates. The team reviewed the agenda items.

80

81 **Consent Agenda**

82 • Minutes from the May 4, 2006 meeting

83 *Dan motion and Erin seconded to approve the minutes from the May 4, 2006 meeting. Motion passed unanimously.*

84

85 *Kathy moved and Dan seconded to adjourn the meeting. Motion passed unanimously.*

86 The meeting adjourned at 10:10 a.m.

87

88 **Outstanding Tasks**

89 • Cindy will GroupWise the Educational Leadership Team all the meeting dates for the
90 upcoming year

91 • Cindy will make sure Laurie Singer and Kevin Barber have GroupWise accounts

92 • The team should review the calendars and send any comments to Judy

93 • Principals need to review the S&E roster and send any changes to Cindy by the end of the
94 week

- 95 • Send any phone issues to Grant
- 96 • Send Judy feedback regarding the June Leadership Days

97

98 **Future Agenda Items**

- 99 • NECAP discussion
- 100 • CPCI Cascading Model
- 101 • Calendar discussion
- 102 • Field-Trips
- 103 • 264 Process Shift
- 104 • Task Team Updates