



Educational Leadership Team Meeting

Thursday, May 22, 2008 Minutes

1 **Attendance:** Judy Prince-DeNova, Mike Deweese, Linda Keating, Tom Bochanski, Rob Reardon, David
2 Wells, Kathy Finck, Laurie Singer, Grant Geisler, Paul O'Brian, Mary Hughes, Dan Ryan

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4 **Others Present:** Jane Goodman, Linda Dulleba, Kimberly Audette, Jay Brady, Scott Mosher, Justin
5 Norris

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7 Judy Prince-DeNova called the meeting to order at 7:35 a.m.

8 9 **News and Announcements**

- 10 • CCSU Web Requirements

11 Judy thanked the building principals for releasing their building key web person to a recent training. She
12 asked principals to complete the web key person responsibilities chart and return it to Cindy Remy.

- 13 • June 16 Carousel Board Meeting

14 At the upcoming Carousel meeting, principals will provide updates on the progress to date on each
15 school's action plan. There was a discussion of what each action plan presentation will look like for the
16 boards. Each school will have approximately 10 minutes to present to their school board.

- 17 • Summer Leadership Institute

18 The Summer Leadership Institute will begin June 19 and June 20. Topics for the institute have been
19 identified and one more planning meeting is necessary to refine the agenda. Judy will Busy Search the
20 planning members to finalize the agenda.

- 21 • Parent/Student Handbook

22 The Parent/Student Handbook is now finalized. It has been sent to the printers. The school year calendar
23 is included in the front inside cover and will be in color.

- 24 • School Public Safety Meeting

25 Dan Ryan provided an update from the School Public Safety Committee meeting he recently attended.
26 There was a representative from the Department of Health present at this meeting who provided
27 information regarding a pandemic flu, bird flu, and food poisoning. Dan noted that it was important for
28 schools to implement plans to handle these issues.

29 30 **Team Work**

- 31 • Overview of Connectivity 21

32 Linda Keating provided an overview of Connectivity 21. She discussed what the culture shift looks like
33 for 21st-century learning with a heavy influence of technology and how technology as a tool relates to the
34 present and future. The team discussed how professional development is used in each building to ensure
35 teachers have the necessary skills to meet the needs of students.

36
37 At this time, Linda provided an overview of the year-long professional learning experiences put together
38 by the regional curriculum directors. Every SU is putting together a leadership team to attend all
39 CVEDC-ESA learning opportunity throughout the year. Anyone else who is interested in attending these
40 learning opportunities will be considered part of the extended team.

41
42 Mike Deweese addressed how the Regional Convocation (featuring Daniel Pink and Alan November),
43 along with the year-long learning opportunities, will be communicated. There will be multiple
44 communications: a separate communication from the Central Office regarding all events, a follow-up in
45 the "Insider," and a follow-up by building principals.

46
47 The regional convocation replaces the SU-wide welcome back convocation format. As the host
48 supervisory union, it will be important for all staff to model protocols and behavior. Over 3,000 people
49 will be in attendance for the regional convocation at the rink. This regional convocation will create
50 shared understanding of universal themes. Additionally, it will be simulcast in various locations
51 throughout the state through the Learning Network of Vermont. Information with transportation details
52 are being finalized for distribution. It is important to note that the event at the rink is for teachers and
53 administrators only. However, trainings and supplemental information are being planned for para-
54 educators.

55
56 Linda provided the schedule of events for the school year. Materials will also be available at the CVEC
57 web-site: cvecvt.org.

58
59 The team also discussed how the 21st-century themes will be communicated to parents and the
60 community. Linda noted that there will be several communication roll-outs from the supervisory unions
61 throughout the year.

62
63 It was suggested that a package deal be provided to staff members who wish to participate in all learning
64 opportunities throughout the year. Additionally, a suggestion was made to give credits to those who
65 participate in the learning opportunities.

66
67 • **Action Planning**

68 Linda provided a handout outlining what the new additions to the school action plans should be for the
69 year. The new additions include an introduction and narrative for the action plan to: provide background
70 and context to highlight accomplishments and transitions into the next steps, explain the purpose and
71 outcomes, explain the school culture, describe how the school will measure the success of its goals, and to
72 describe the outcome for student learning. The team reviewed necessary revisions to the action plans. It
73 was suggested that work sessions for the action plans be built into future ELT agendas.

74
75 Judy noted that CCSU has the opportunity to build in another system to manage data. The Commissioner
76 is making data warehousing more accessible. For a cost of \$1,500, the CCSU can be part of the data
77 consortium. She recommended the team consider being part of the consortium, noting that the new
78 programmer will be able to manage this data warehouse. The team asked that time is reserved in June to
79 discuss data management. David Wells stressed the value of starting at the \$1,500 level for the
80 programmers to become familiar with data consortium and then to train the data teams.

81
82 *Dan Ryan moved and Kathy Finck seconded the motion for CCSU to enter the VT Data Consortium at a*
83 *cost of \$1,500. The vote passed unanimously.*

84
85 **Leadership Development Institute Presentations**

86 Several members from the LDI were available to present their work.

87
88 Linda Dulleba (CTE) presented “Improving Teaching and Learning through Technology Integration.”
89 She discussed: her goal of improving the use of technology in the classroom, identification of need, the
90 starting point of her project, mid-point questions, the breakthrough, next steps, new practices,
91 findings/new knowledge, validation, and her lessons learned. The team discussed the range of knowledge
92 with technology among staff members that Linda noted.

93
94 Kim Audette (EHS) presented “EHS Curriculum Audit.” She discussed: her goals, the target areas of the
95 CPCI, curriculum research, CCSU universal curriculum, data collection, EHS goals, gaps and strengths,

96 key themes, connection to NEASC results, “intentionality of emphasis,” and other high school curriculum
97 approaches. The team discussed what mission/vision-driven discussions looked like throughout EHS.
98

99 Jay Brady, Scott Mosher, and Justin Norris (EHS) presented “RTI/RTF at the High School Level –
100 Moving towards a Student-Centered Approach to Academic Success.” They discussed: student success
101 history of EHS, why RTI/RTF, Durfour’s four directions for struggling students, the connection to the
102 action plan/CPCI, the 2006-2007 pilot program, data (for students failing two or more classes), factors,
103 school-wide roll-out, ownership, next steps, and enduring questions.
104

105 The team adjourned at 10:45 a.m.
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107 **Future Agenda Items**

- 108 • Connectivity 21
- 109 • Data management
- 110 • Approval of meeting minutes (May 8 and May 22)
- 111 • GroupWise Messaging guidelines (summer institute)
- 112 • AYP (summer institute)
- 113 • Future Framing (summer institute)
- 114

115 **Outstanding Tasks**

- 116 • Submit web key person responsibilities to Cindy
- 117 • Judy will Busy Search Summer Institute Planning Committee to finalize agenda
- 118 • Send Linda any comments regarding action planning