



Educational Leadership Team Meeting

Minutes: November 16, 2011

1 **Attendance:** Mike Deweese, Rob Reardon, Laurie Singer, Deb Robbins, Grant Geisler, Mary Hughes,
2 David Wells, Erin Maguire, Bob Travers, Dan Ryan, Judy DeNova, Amy Cole

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4 **Others Present:** Mike Meier

5
6 **Timekeeper:** Rob

7 8 9 **Update on PowerSchool Alert System**

10 Mike Meier reviewed the alerts that currently appear next to a student's name in PowerSchool. They
11 also appear at the top of a teacher page, within a teacher's alert page, and any alert report. Current
12 "stock" alerts include: guardian, medical, discipline, birthday, and other. "Custom" alerts currently
13 include: FRL, IEP, 504, EST, and ELL. Teachers and admin. users with student level access see all alerts.

14
15 Should the alerts continue to be used as they currently are? One option for making the custom alerts
16 less visible is to change the symbol for custom alerts. It's also possible to not have the custom alerts
17 visible. There is less flexibility with the stock alerts.

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19 It was suggested that all (custom) alerts are embedded within an "alerts" page - making them less
20 evident on the screen.

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22 There was a discussion about general access to student information, including FERPA.

23
24 Judy also noted there is currently a lack of protocol around data entry overall, causing inconsistencies
25 within reports. Some basic data entry processes will be reviewed at the upcoming training with school
26 assistants in January. Magda Nawrocka will be working to standardize how ELL data is put into the
27 system. PowerSchool "talks" to GoalView and provides all student demographic information.

28
29 *The group decided via consensus that the custom alerts would not be set up so they are not as prominent*
30 *next to a student's name in PowerSchool.*

31
32 This change to PowerSchool will be done by December 5, 2011.

33 34 **CCSU Weekly**

35 Previously, correspondence from Central Office administrators to staff took place on an "as occurring"
36 basis, resulting in several emails from several people weekly. In an effort to streamline communications,
37 administrators are planning on implementing "CCSU Weekly," which is a compilation of all these
38 messages into a single email. It was suggested that a survey should be sent out at the end of the school
39 year to get feedback from the field.

40 41 **CCSU Board Climate Advisory**

42 The CCSU Board named eight people to be a part of the Climate Advisory Committee. This committee is
43 made up of board members, administrators, and teachers.

44
45 The committee will advise the SU Board on how to best assess school climate (to include all schools and
46 Central Office, and not EJRP). The recommendation to the SU Board is due in May or earlier. The
47 committee will do it's best to look at climate affecting staff, students, families, and (if possible) the
48 community-at-large.

49
50 **Results of Survey Regarding Technology Received via PD**

51 Deb Robbins reviewed the results of the recent survey regarding technology teachers may receive as
52 part of any PD they attend. Based on the survey results, the following language has been drafted to be
53 incorporated as part of the *Responsible Use of Technology for Employees* procedure:

54
55 "When an employee receives a technology device through attendance at a training session funded by
56 the district, the device is considered to be owned by the district. The Technology Department will service
57 the device as long as it is on the approved list of devices, is pre-approved by the Technology
58 Department, or is part of a district approved educational pilot program. These devices will not be
59 factored into the Technology Departments replacement plan. Any device that is identified and approved
60 as part of the budget process will be serviced by the Technology Department and the device will be
61 factored into the replacement plan."

62
63 Deb also reviewed the Responsible Use of Technology for Employees procedure with ELT.

64
65 **Computing PDI - Conceptual Design**

66 David led a conversation regarding the concept of every student having some sort of device. What is our
67 readiness and capacity, and how can we move forward? The idea is to implement this idea in phases
68 and using this to think about how we can transform teaching and learning. This led to the idea of doing
69 this via a PDI, which earns between \$6,000 and \$20,000 a year. This funds PD that is typically not
70 funded by grants. Teachers would participate in a PDI. Amy/David will work on creating the PDI. This
71 may also require the use of ETIS.

72
73 **IBM Community Grant**

74 IBM awarded \$10,000 to expand STEM opportunities for grades 6-12 as part of the IBM Community
75 Impact Program.

76
77 **Minutes**

78 The team reviewed the October 26 meeting minutes.

79
80 *Rob moved and Dan seconded the motion to accept the October 26 meeting minutes. The motion passed*
81 *unanimously.*

82
83 **Next Meeting**

84 December 21, 2011

85
86 *Some agenda items:*

- 87
- 88 • Act I
 - 89 • S&E task team update (clerical and para)
 - 90 • YRBS Results with Gabrielle Smith
 - Refreshing the CPCI

91 The team adjourned at 9:30 a.m.

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93 **Future Agenda Items**

- 94 • S&E exemplars
- 95 • EHS transformation presentation
- 96 • Teacher release time
- 97 • PowerSchool alerts
- 98 • ELT check-in