



***SCHOOL IMPROVEMENT LEADERSHIP  
TEAM MEETING***

**Tuesday, December 15, 2020; 4:00 p.m., Via Zoom Meeting  
*Minutes***

**Members Present:** Superintendent Shon Hocker, Assistant Superintendent Keith Harris, Director of Instruction Melanie Kathrein, Board Member David Wilkie, Community Relations Coordinator Sarah Trustem, Mrs. Stacy Kilwein, Mrs. Melanie Hanel, Ms. Magdalyn Rauser, Mrs. Carla Schaeffer, Mrs. Amanda DeMorrett, Ms. Morgan Kathrein, Mrs. Elizabeth Kuelbs, Ms. Nicole Weiler, Mrs. Robin Swenson, Mrs. Tracy Lecoe, Mrs. Desirae Tibor, Mrs. Tammy Peterson, Mrs. Kristy Goodall, Mrs. Kandace King, Mrs. Sarah Olson, Mr. Henry Mack, Mr. Dan O'Brien, Mrs. Jennifer Nokes, Mr. Kevin Hoherz, Mr. Randy Muffley, Mrs. Sara Streeter, Mrs. Amanda Hlibichuk, Mrs. Amber Berg, and Mrs. Sara Steier.

**Members Absent:** Ms. Audrey Bergeron and Dr. Marcus Lewton.

**Call to Order** – Superintendent Hocker called the meeting to order at 4:00 p.m.

**Introduction of Committee Members** – Dr. Hocker welcomed all new committee members and returning committee members.

**Review and Approve the April 30, 2020, Meeting Minutes** – Mrs. Lecoe moved to approve the April 30, 2020, meeting minutes. Ms. Weiler seconded the motion. The motion carried unanimously.

**Work Agreements** – Superintendent Hocker explained the members of this committee are paid a stipend. The work agreements will be populated through Frontline in May. Payment will be made in one lump sum in June. Dr. Hocker added to receive full payment, committee members are encouraged to attend all the meetings.

**Professional Development** – In the past, the Professional Development Committee would provide input on professional development for the District. Since the School Improvement Leadership Team is the driving force behind the needs for the District's professional development based on the strategic plan, it was decided at the start of the school year to blend the Professional Development Committee and the School Improvement Leadership Team.

Dr. Hocker shared on Zoom a draft calendar for the 2021-2022 school year. The draft was a starting point by rolling over the current school calendar into next year with minor modifications. He acknowledged the Calendar Committee will be meeting on Thursday to review the draft calendar. Dr. Hocker asked the committee to consider the days set aside for professional development at the start of the school year. The focus of the professional development the week of or before school has been on the strategic plan and the High Reliability Schools. The early release days have been identified as individual building

professional development needs. Last year, Ms. Tammy Heflebower from Marzano presented to the District the week before the start of school.

Mrs. Kathrein asked the team to think about the effectiveness of the professional development inquiring if it helped build a common understanding. Team members responded when Ms. Heflebower presented in person in 2019 it was more beneficial than the virtual presentation in 2020. Team members shared appreciation for having the book to reference.

Mrs. Kathrein explained that Marzano is only providing Ms. Heflebower as a virtual presenter in January 2021. This may change by fall 2021 when the District is asking her to present.

Mrs. Tibor recommended showing the progress made and what step might be coming next, whether that step is each semester or each year so that as a District the vision at the end is in sight. She added that a District volunteer-based book study might be beneficial.

There was discussion regarding providing a handbook for High Reliability Schools available for the teachers as a resource.

Assistant Superintendent Harris reminded the team that Level I and Level II of an HRS are not “checkmarks and done”. The District becomes these levels.

Mrs. Kathrein inquired if there are other professional development needs within the District. Mrs. Kilwein suggested some professional development on mental and emotional health and how staff can support the students. A team member shared the special education department completed a training on trauma that she felt was powerful.

Mrs. Streeter suggested continuing to guide the teachers and not just be instructional coaches. Make sure the teachers have the resources necessary to move from Level III to Level IV and then Level V.

Mrs. Kathrein encouraged the buildings to have a conversation regarding any additional professional development needs and email her any recommendations.

**Teacher Evaluation System** – Dr. Hocker noted that teachers are potentially experiencing their first round of evaluations, especially if they are a newer teacher. A question has been posed to him why the District is utilizing the Danielson model for evaluating teachers when the District is committed to the Marzano High Reliability Schools. Superintendent Hocker requested input from the team. He added that the Central Office is not driving this discussion. It is important to utilize what is easiest and best. Team members reported they were hearing similar conversations about the evaluation tool. Mrs. DeMorrett said she was a member of the committee that researched the decision for the evaluation system. There was a deadline that had to be met by the state and at that time it was at a lower price in comparison and had an evaluation for specialists.

Superintendent Hocker will do some research regarding the cost of the two evaluation tools. He said he would be emailing out a link for a Marzano webinar on its evaluation tool. He requested team members review the webinar and bring back questions and information to the February School Improvement Leadership Team Meeting.

**Future Meetings** – There will not be a January School Improvement Team meeting. Team members are requested to watch the link for the Marzano webinar before the February meeting.

**Adjournment** - The meeting adjourned at 4:45 p.m.