



SCHOOL IMPROVEMENT LEADERSHIP TEAM MEETING

Tuesday, February 6, 2018; 4:00 p.m., Central Administration Offices Board Room

Minutes

Members Present: Superintendent Douglas Sullivan, Mr. Ron Dockter, Mrs. Trista Fisher, Dr. Marcus Lewton, Mr. Mitchell Meier, Mrs. Melanie Kathrein, Mr. David Wilkie, Mrs. Carla Schaeffer, Mrs. Michelle Kovash, Ms. Sherry Libis, Mrs. Rebecca Bautz, Mrs. Susan Cook, Mrs. Melanie Hanel, Mrs. Sara Streeter, Mrs. Amanda DeMorrett, Mrs. Tammy Peterson, Mrs. Amber Fridley, Mrs. Kate Rothschiller, Mrs. Amber Berg, and Ms. Jennifer Nokes.

Members Absent: Mr. Brent Wolf, Mrs. Sara Steier, Mr. Henry Mack, Mr. Trevor Conrad, Mrs. Stacy Kilwein, and Mrs. Lindsey Southiseng.

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

Meeting Norms – The meeting norms were available for review on the agenda.

Additions or Deletions to the Agenda – There were no requests for additions or deletions to the agenda.

Review and Approve the December 13, 2017, Meeting Minutes – Mr. Dockter moved to approve the December 13, 2017, meeting minutes, as presented. Mrs. Fisher seconded the motion. The motion carried unanimously.

AdvancED Engagement Review (November 4-7, 2018) - Superintendent Sullivan explained he had been receiving questions regarding the upcoming AdvancED Engagement Review. He asked each principal to report preparation work that had been completed and then he would share some information regarding the engagement review. Many principals reported they had been reviewing the data from the surveys that were conducted; reviewing the areas of concerns on the surveys and areas of celebration.

Dr. Sullivan shared two handouts from AdvancED. One was the School Quality Factors Diagnostic and the other handout was the AdvancED Glossary of Terms.

The student perception surveys were discussed and it was agreed if the surveys began on February 7, they would close on February 28. The new student survey is much shorter than previously. There was discussion regarding the surveys required due to Every Student Succeeds Act (ESSA).

Dr. Sullivan noted that one of the things the school district will need to do is review the System Quality Factors Diagnostic. This will be similar to what was done five years ago. He recommended a review team to include a secondary principal, secondary teacher, elementary principal, and elementary teacher. Mr. Dockter, Ms. Nokes, Mr. Meier, and Ms. Libis volunteered.

Superintendent Sullivan explained that it will be necessary for the principals and the Central Administration Office to complete the assurances. There are five statements to be reviewed and completed in the fall.

Due to the engagement review scheduled the first week in November, Dr. Sullivan suggested everything be completed by September 14 in preparation for the engagement review. He felt that should give the principals and co-chairs enough time to review the information from the school improvement camp after the building improvement plan has been completed. There were no objections from the committee members to this suggested timeline.

Committee members were encouraged to review documents on the AdvancED website located at www.advanc-ed.org/resources. These document included: *Resources and Tools for Schools; the Eleot, Diagnostics, and Surveys*; and the *School Quality Factors Diagnostic*.

Next Meeting Date – The next meeting was scheduled for Wednesday, March 7 at 4:00 p.m. at the Central Office.

Adjournment – The meeting adjourned at 4:31. Many committee members stayed and reviewed the material distributed at today's meeting.