



***SCHOOL IMPROVEMENT LEADERSHIP
TEAM MEETING***

Tuesday, September 28, 2021; 4:00 p.m., Via Zoom Meeting

Minutes

Members Present: Interim Superintendent Dr. Marcus Lewton, Assistant Superintendent Keith Harris, Director of Instruction Melanie Kathrein, Director of Student Services Shawn Leiss, Board Member David Wilkie, Mrs. Melanie Hanel, Mrs. Carla Schaeffer, Mrs. Amanda DeMorrett, Ms. Morgan Kathrein, Mrs. Elizabeth Kuelbs, Ms. Nicole Weiler, Mrs. Robin Swenson, Mrs. Tracy Lecoe, Mrs. Kristy Goodall, Mrs. Kandace King, Mrs. Jennifer Nokes, Mrs. Amanda Hlibichuk, Mr. Kevin Hoherz, Mrs. Desirae Tibor, Ms. Audrey Bergeron, Mrs. Sara Streeter, Mrs. Sarah Trustem, Mrs. Sarah Olson, Mrs. Brittany Thier, Mrs. Nicole Kittelson, Mrs. Sara Steier, Mrs. Amber Berg, Ms. Cassie Francis, and Mr. Randy Cranston.

Members Absent: Mrs. Magdalyn Czech, Mrs. Sarah Crossingham, Mrs. Tammy Peterson, Mr. Randy Muffley, Mrs. Stacy Kilwein, and Mr. Henry Mack.

Call to Order – Interim Superintendent Lewton called the meeting to order at 4:00 p.m. He welcomed committee members.

Dr. Lewton noted the primary role of this team for the past nine years has been through the accreditation process and school improvement. Dickinson Public School's next accreditation is scheduled for 2023-2024. The work in relation to that will start next year. Dr. Lewton would like this team to consider making decisions around the strategic plan and resources for it.

Review and Approve the April 20, 2021, Meeting Minutes – Mr. Wilkie moved to approve the April 20, 2021, meeting minutes. Mrs. Olson seconded the motion. Discussion: Dr. Lewton explained the minutes referenced a sub-committee for the teacher evaluation tool. This year would be preparation for the Marzano evaluation tool to be implemented in the fall of 2022. The motion carried unanimously.

Work Agreements – Dr. Lewton noted the work agreements should be populated through Frontline the first week of May 2022. The payment is 2% of the base pay. Payment will be prorated based on attendance at the meetings.

Professional Development – Interim Superintendent Lewton shared his screen with the responses to the survey sent out to team members. Out of the responses, a majority preferred the third professional development day at the beginning of the school year. A large percentage were indifferent. Overall, individuals appreciated the PLC time.

In the survey, the responses to the questions regarding the early outs increasing from four to seven days, most responses submitted felt this increase was beneficial. Having the ability to collaborate with peers was an overarching comment.

Dr. Lewton referenced the strategic plan focusing on the HRS. He noted from the survey, most responses felt the HRS Levels 1, 2, and 3, were satisfactory. Understandably, Level 3 has the lowest rating for progress and maintenance. Dr. Lewton reminded committee members to work with the coaches and the Central Office to differentiate for teachers this year.

Mrs. Kathrein, Director of Instruction, shared information regarding moving forward. She noted there are plans to address suicide prevention to meet state recommendations in an early release. During the January Professional Development Day, there are plans for work to be done on vertical alignment. Within the buildings, work will be focused on vertical alignment, essential standards, and common assessment data. Additionally, time will be spent to address HRS Level 3 either in January or during early release time.

Teacher Evaluation System – Mrs. Kathrein summarized the team subcommittee work done last year on the Marzano teacher evaluation system. One recommendation was to simplify the pre-observation and post-observation that may not have been of value to either the teacher or administrator. She suggested feedback on that topic. Other input from the subcommittee were recommendations for teachers and administrators to fully understand the New Art and Science of Teaching and also the evaluation model and looking at it through the lens of the design area. Some rubrics would need to be written, such as participation in learning communities, that are in the Danielson model. There are other areas in the Danielson model that are of value that would need to be added to the Marzano model. Rubrics would need to be created for specialty areas that are less instructional such as librarians, instructional coaches, and therapists.

Dr. Lewton asked for additional input from the teacher evaluation subcommittee. Mrs. DeMorrett noted that when talking to the writer of the book, the evaluation tool was still a work-in-progress. Dr. Lewton requested the team consider the following:

- Develop a rubric for specialty areas,
- Plan an implementation process this school year, and
- Develop Assessments for non-instructional areas.

Dr. Lewton requested team members have honest conversations in their buildings and report back at next month's meeting. He anticipates a survey to be sent out to gather information.

Future Meetings – The next meeting has been scheduled for Wednesday, October 27 at 4:00 p.m. via Zoom Meeting.

Adjournment – Dr. Lewton thanked team members for their time. Interim Superintendent Lewton adjourned the meeting at 4:20 p.m.