

Leadership Team Meeting
September 10, 2015 – 8:15 a.m
College of the Albemarle / Foreman Building, Room 121
(Breakfast & Fellowship -- 7:45 a.m.& Business -- 8:15 a.m.)
MINUTES

Present:

Larry Cartner
 Leigh Austin
 Tracy Davenport
 Mickey Drew
 Lisa Ewers
 Amy Fyffe
 Renee Harris
 Jennifer Hawkins
 Frank Heath

Lindsey James
 Ainslie Jones
 Bert Lane
 Dianne Meiggs
 LeVar Mizelle
 Alvin Parker
 Christie Pauley
 Chris Paullet
 Katina Priest

Joanne Sanders
 Tammy Sawyer
 Amy Steinert
 Beth Strecker
 Katina Waples
 Kim Whitehurst
 Shawn Wilson
 T. J. Worrell

Leader	Topic	Notes
Larry Cartner	Good News Reports	<p>Dr. Cartner opened the meeting and asked for good news.</p> <p>Ewers shared that the EC/P Parks & Recreation Department has received a \$650,000 grant to equip a playground for special needs children. The playground should be open in June 2016.</p> <p>Fyffe thanked Central Services for assistance in getting the school year started.</p> <p>Sanders reported that the Program Services Instructional Coaches Team is now fully staffed.</p> <p>Priest reported that Sentara Hospital Emergency Room staff will be holding a fundraiser to benefit the first grade classes at Northside Elementary.</p>

		<p>Dr. Cartner shared with the group that WTKR (Channel 3) had filmed back to school segments in the NHS & NES cafeterias – the clip is available on the ECPPS website.</p> <p>Jones thanked Drew for donating extra school supplies to HLTCS. Drew indicated that several churches had donated supplies to CES and he had more to share if there was a school in need.</p> <p>Sawyer shared that WAVY-TV 10 and Farm Fresh had donated 15 boxes of school supplies to the school system. The supplies will be given to the school system social workers to distribute.</p>
Dr. Beth Strecker	NC Wise Owl – Conversation Points for Principals	<p>Strecker discussed NC Wise Owl -- a free resource for nonfiction materials provided by DPI. She provided a brief demonstration on navigating the site. Time was provided for the group to explore the site.</p> <p>Strecker discussed changes made in YouTube and indicated that YouTube does not go through Z-Scaler now, she cautioned that teachers should prepare in advance so that inappropriate material does not pop up</p> <p>Dr. Cartner asked if anyone had general technology questions and informed the group that they are working on an issue with KEA.</p> <p>Use of social media sites was discussed. Strecker explained that some sites can be blocked, but it is more difficult to close others. Dr. Cartner shared that law enforcement officials had requested that the system close wifi access to as many social sites as possible. Strecker indicated the technology department will address issues to the best of its ability.</p> <p>There was a discussion of Canvas. Dr. Cartner indicated that every teacher should be using Canvas on a regular basis and that it is a valuable</p>

		<p>resource. Strecker indicated that sessions on Canvas will be provided on the September 28th PD day.</p> <p>There was discussion on iPads. Strecker indicated that schools need to have a plan for how the iPads are transported within the school. She shared that classroom sets will be in charging cases that will hold 10 iPads each.</p>
Tammy Sawyer	Passwords for Edline and Posting to Calendar	Sawyer shared log-in information (activation codes/passwords) and conducted a brief walk-through demonstration on using Edline and posting to the calendar. She will send a document with specific instructions.
<i>BREAK</i>		
Alvin Parker	Fire Lane Striping DPI Fire Prevention Recommendations Parking on Grounds	<p>Parker discussed fire lanes at schools. The fire department mandates that unoccupied vehicles cannot be left in fire lanes. Parking lots will be striped to indicate fire lanes.</p> <p>Parker shared copies of the DPI Fire Prevention Inspection Report and indicated schools have done a great job. He reminded principals that vision panels in doors cannot be blocked and discussed the prohibition of use of household appliances in classroom. He shared that if there is a medical reason for a refrigerator/microwave it requires superintendent approval. He shared that DPI inspections normally occur in November or December.</p> <p>Parker discussed staff parking on ground and indicated it is a fire code issue – buildings with sprinkler systems must have 20 feet of egress and buildings without sprinkler systems must have 30 feet of egress. He also indicated that parking on the grounds can cause ruts which become safety issues.</p>
Dianne Meiggs	NCEES Online PD Resources for Improving Teacher Quality	Meiggs shared a PowerPoint on Evaluation / Online Professional Development for Improving Teacher Quality and provided handouts on PD modules.

		<p>She discussed the following:</p> <ul style="list-style-type: none">• PDP goals (should be based on individual evaluation model)• Must use evaluation as designed (growth model)• ASW/Standard 6• Standard 8• Possible need to place on different evaluation cycle or plan based on results <p>Meiggs shared document on online PD. She encouraged principals to look at Chapter 11 of <i>Teach Like a Champion</i> (Lemov).</p> <p>She shared that research shows one of the biggest issues is classroom management and encouraged them to guide teachers to research/resources that can help .</p> <p>She suggested the following books and encouraged use of teaching standards modules. <i>Teach Like a Champion</i> (Lemov); <i>Teach Like A Champion Field Guide</i> <i>The Classroom Management Book</i> (Wong)</p> <p>Dr. Cartner asked principals to think about what teachers have asked for consistently – individualized PD -- and encouraged them to be really intentional in what they are asking teachers to do. He reminded principals that the evaluation instrument is a growth model and is designed to help people grow.</p> <p>Priest shared that NES has PLCs and planning time is used to visit other grade levels. Once a month, there is discussion at the PLCs about the visits. She also talked about using Kagan.</p> <p>Meiggs shared that Tom Tomberlin spoke at a recent NCSBA and recommended using teachers that exceed Expected Growth as resources.</p>
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Dianne Meiggs	Standard 6 Update – Teacher Effectiveness is Here for Real!	<p>Meiggs shared a Standard 6 Nuts & Bolts presentation and indicated this is year 3 and it will be “real”. She shared that Standards 6 & 8 will be talked about the most by the public and principals need to communicate to teachers what it really means so that they can explain how the ratings are determined.</p> <p>Cartner discussed Standard 6 and indicated it is very likely to be reported in the aggregate for schools. He indicated leaders need to do evaluations to match student achievement.</p> <p>Meiggs informed principals that ASW teachers will get reports back this year and some will not have a status because they did not submit documentation. If they do not get individual status, they will received the school status. She stated she will work with ASW teachers on the 9/28/15 PD day.</p>

		<p>There was discussion about ASW status and how it impacts school scores. The growth requirement was discussed – growth is growth – does not matter what subject area.</p> <p>Principals asked for a uniform Standard 6 presentation to be shared at each school so everyone hears the same message.</p> <p>Meiggs shared information about upcoming webinars</p>
<i>BREAK</i>		
Renee Harris	Data Presentation	<p>Renee Harris presented information on 2014-15 End of Year Test Data for the district. She reviewed district scores by grade level and subject.</p> <p>There was discussion about the drop in Grade 3 scores. Principals indicated that the numerous assessments in Grade 3 are overwhelming for teachers. Dr. Cartner shared that in informal meetings he had asked principals if it was a Grade 3 problem or a K-2 problem and many indicated it was a K-2 problem.</p> <p>Dr. Cartner suggested that principals consider having teachers loop – everybody would get a chance to teach in Grade 3 and it would be a way to build a teaching core. Waples reported that she did looping last year and the transitional time at the beginning of this year was minimalized.</p> <p>Dr. Cartner encouraged middle schools to look at feeder students coming in to see if low scores are a 5th grade problem or a 6th grade problem – a look at 3 year trend would be revealing. He indicated R. Harris can get the information for them.</p> <p>Harris compared ECPPS scores with State scores for growth and reviewed a “Progression of Learning” Chart.</p> <p>Dr. Cartner indicated that the cohort shows that a group of students got worse as the result of a year of teaching and the district leaders have to</p>

		<p>figure out how to address the issue. He reminded the group to think back to earlier in the day when there was discussion of bright spots – he encouraged principals to celebrate the bright spots.</p> <p>Harris shared achievement gap slides.</p> <p>Dr. Cartner stated that research shows that children of poverty do not have the opportunity to think conceptually. He encouraged building in opportunities to think conceptually and it will build math performance.</p> <p>Cartner shared that he is meeting with the Pasquotank County NAACP next week and with pastors to try to get the faith community involved in helping make education a priority.</p> <p>Harris discussed proficiency versus growth.</p> <p>Using EVAAS Instructional Data was discussed. Harris provided a brief demonstration of using e-learning.</p>
LUNCH		Dr. Cartner thanked Mr. Thompson and the Child Nutrition Department for providing a wonderful lunch.
Larry Cartner	Principal of the Year	Dr. Cartner announced that the 2016-17 Principal of the Year was Amy Fyffe.
Tracy Davenport	Title I Schools Needs Assessment Principal Attestation Form Statement of Assurance	Davenport provided a packet of information for elementary and middle school principals that included Title I Needs Assessment, Principal Attestation Forms and Statement of Assurance Forms. She reviewed the forms and ask principals to return them to her by 9/24/15. The forms should be signed by the principal, the SIT Chair and a parent (not employed by ECPPS). She reminded everyone that they are public documents.

<p>Elementary & Secondary Breakout Sessions</p>	<p>Livebinder Pacing Guides District PD</p>	<p>Christie Pauley shared the first edition of the newsletter from the Program Services Instructional Coaches.</p> <p>Pauley discussed resources available and encouraged principals to look at how the district is using AVID. She said it is a valuable resource that is not being used to its potential.</p> <p>Elementary and secondary staff broke out into two groups to review Livebinders and to discuss PD plans for 9/28/15.</p> <p>The Livebinders are working documents that provide a single source for resources. A standard format was used for elementary and secondary Livebinders. Livebinders are located on the district website under "Curriculum and Instruction."</p>
<p>Larry Cartner</p>	<p>Superintendent's Update Hotel Reimbursement at State Rate Fire Safety Show Clarification of Student Consequences</p>	<p>Dr. Cartner informed the group that the first meetings of the NonCertified Advisory Council and Teacher Advisory Council met this week. He sent the Questions & Answers from the meetings to principals prior to the meetings so they would know what was being discussed.</p> <p>Dr. Cartner discussed the September 24th meeting with Max Thompson. The principal and the SIT chair should attend. The district will pay for substitutes should be submitted to Joanne Sanders.</p> <p>Dr. Cartner discussed sites for Leadership Team Meetings. He indicated that it is not easy to find a location for 40 people to meet that has good internet access. Some other possible sites are the public library, the public safety building and Museum of The Albemarle.</p> <p>Dr. Cartner asked principals to think about how they involve staff in budget planning and encouraged them to involve teachers as much as possible.</p>

		<p>Dr. Cartner shared that effective October 1, the school system will reimburse at the state rate only for hotels. He suggested that schools could make up the difference out of school accounts or staff could give up per diem and apply those funds to room rates. He also reminded everyone that mileage reimbursements would only be allowed if a system car was not available for travel.</p> <p>Dr. Cartner stated that leadership is about changing behaviors and encouraged everyone to think about how you can make a lasting difference and change peoples' practice. He touched on that he said he will stand behind you, but also said you have to "carry your own water." He invited everyone to remove from their vocabulary "I have been told to..." – when saying this you give up your leadership and power to change. He indicated that he has "told" them to do very few things, he generally says "you might want to consider" or "an idea might be..." – he stated they should not give up their leadership ability.</p> <p>He closed by saying think about Rowan – how many Rowans can you build in your building.</p>
	Last Word and Pass the Bell	Katina Waples passed the bell to Katina Priest and said Priest is welcoming, always has a smile on her face, is a go getter, is always willing to "take one for the team" and is a team player.
		The meeting adjourned at 1:20 p.m.