

Leadership Team Meeting
December 2, 2015
9:15 a.m.
College of the Albemarle

Present:

Cartner
Austin
Davenport
Drew
Ewers
Fyffe

Hale
Harris, R.
Hawkins
Heath
James
James-Davis

Jones
Mizelle
Parker
Paullet
Payne
Priest

Sanders
Sawyer
Steinert
Thompson
Waples
Whitehurst

Wilson
Worrell

Leader	Topic	Notes
Larry Cartner	Good News Reports	<p>Dr. Cartner opened the meeting by asking for good news reports.</p> <p>Ewers reported December 1 headcount was completed and certified on December 1.</p> <p>Wilson reported that teachers at PES wrote and received a grant that will provide snacks for students.</p> <p>Priest reported that NES has started an after school tutoring program. Two churches in the area will provide tutors.</p> <p>James-Davis reported that “Wake up to Ag Day” for 3rd graders in Pasquotank and Camden counties was a great day.</p> <p>Sanders reported that Whitehurst and Cowell will graduate in December with Masters Degrees in School Administration.</p> <p>Cartner reported that nine teachers will be completing AIG certification training on Saturday.</p>

		<p>Waples reported on two teachers writing Bright Ideas grants for iPad Minis. She is appreciative of the employee recognition at Board meetings.</p> <p>Payne reported that three NHS teachers will receive Masters Degrees in December.</p> <p>Dr. Cartner commended the NHS & PCHS FFA Veterinary Science students for their performance in a recent State Competition. NHS Placed 1st in the State and PCHS placed 3rd – there were 58 teams competing. NHS has the 1st place student in the state.</p> <p>Ewers shared that there are EC teacher candidates and she is working on scheduling interviews to fill the current vacancies.</p> <p>Dr. Cartner indicated it is important that everyone hears the good things others are doing.</p> <p>Dr. Cartner discussed the idea that had been suggested for a “swap shop” between principals and indicated that the topic will be discussed further later in the day.</p> <p>Sawyer distributed Leadership Team member shirts to principals and explained they were compliments of Dr. Cartner. Dr. Cartner shared that the shirts were purchased by him personally for the Leadership Team and no school system funds were used.</p>
<p>Lisa Ewers</p>	<p>EC &SS Updates</p>	<p>Ewers shared EC updates on:</p> <ul style="list-style-type: none"> • December 1 & April 1 Headcount Data • Proper procedures for enrolling EC transfer students (IEP Chairs have received information and she will share information with counselors at their next meeting.) She indicated IEP chairs should review placement decisions with her and shared that she anticipates some changes in grouping of students next school year. • Homebound (Medical, Mental Health, IEP Placement – LTS not related to disability) • Attendance – Kevin Sawyer’s role is dropout prevention and attendance

		<p>(helping keep kids in school). Currently there are 21 students with at least 15 or more absences (at 1st 9 weeks) and only 6 were on Kevin's radar. She will discuss process to get Kevin involved in a meeting with counselors.</p> <ul style="list-style-type: none">• First Responders (importance of documenting incidents).• Leave Requests for EC staff (principals approve school-based EC staff and Ewers approves district EC staff) <p>Dr. Cartner indicated that we have a cycle to break regarding attendance. Students have learned not to come to school and that cycle has to be broken. He discussed his concern that of the 21 students with over 15 absences only 6 were on the attendance counselor's radar. We have to do a much more efficient and effective job of notifying Kevin Sawyer of those students who have attendance issues. Ewers will work with counselors to establish a process/ procedures.</p> <p>There was general discussion regarding Power School & Blackboard Connect being used to send calls notifying parents of absences. Sanders indicated she will share information on how to launch calls (<i>Blackboard is writing a program for the district and has a 2-4 week backlog.</i>)</p> <p>Dr. Cartner encouraged principals to be cognizant of the percentage of parents they are reaching with Connect calls and to make sure contact numbers are updated.</p> <p>Several principals discussed efforts they make to ensure correct numbers are on file and the difficulties they encounter. Cartner indicated we have to be able to document efforts if parents are referred to the court system for compulsory attendance violations.</p> <p>Ewers asked if there are items she needs to address with nurses/ counselors</p> <p>R. Harris indicated there are 504s showing up in PowerSchool for students no longer on plans or no longer in the district and she asked for a few minutes during the next counselors' meeting to discuss updating them in PowerSchool.</p> <p>Waples asked that Ewers forward a copy of the compulsory attendance information to principals.</p>
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<p>Larry Cartner</p>	<p>Supt. Update</p>	<p>Vision, Mission & Goals Crucial Students LFS Training of December 10 1:1 EVAAS Meetings</p> <p>Dr. Cartner shared a copy of the vision/mission/tagline and goals recently adopted by the Board. He reviewed the process the Board used to develop these and shared that he is proud of the work they have done and the process they have used. He encouraged LT members to add the tagline in their e-mail signature line. He also encouraged principals to share the information with staff and parents.</p> <p>Dr. Cartner discussed the process for strategic planning that will take place in the next few months. Dr. Edwin West of The Masonboro Group will work with system to develop a 4-5 year strategic plan. Dr. Cartner indicated the plan should be completed by the end of March and will be used in planning the 2016-17 budget process.</p> <p>Dr. Cartner discussed crucial students and indicated principals should have a list of high need students they are monitoring at this time.</p> <p>Dr. Cartner discussed the Learning Focused training scheduled for December 10th – he recommended that principals attend with the four teachers from their school if at all possible. He asked principals to provide feedback on whether they felt an additional training session should be scheduled in order for each school to have 10 individuals that have attended training or if 6 from each school would be sufficient.</p> <p>Dr. Cartner distributed information he shared with the Board regarding 1:1 – he shared that the Board had told him to proceed cautiously. He stated that in a perfect world teacher training could begin in August 2016 and devices could be deployed in January 2017.</p> <p>Dr. Cartner distributed information with EVAAS data and reminded principals that</p>
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	<p>they should hold a second meeting with teachers prior to Christmas break to share EVAAS data. He discussed the fact that 137 teachers did not meet growth. He indicated that everything cannot be reduced to a number, but that we can't ignore the numbers simply because we do not like them. He also discussed ASW/Elective teacher data and shared that we did not have any ASW teacher to exceed growth. He shared that rigor of assignments was most often the reason for not meeting growth.</p> <p>There was group discussion about ASW. Drew shared information he learned at a READY meeting he attended recently. Principals indicated they are not getting a lot of information and that it appears to be a problem throughout the northeast. James-Davis shared that there is a Wiki with ASW information.</p> <p>Dr. Cartner indicated he will ask Meiggs to spend time on this at the next LT meeting and he will do everything he can to get it unlocked so principals can make changes. He asked principals to send e-mails to Meiggs with specific questions.</p> <p>Davenport asked principals to submit SD-1s for Learning Focused training to her – she encouraged them to submit in advance of the training for payroll purposes.</p> <p>Dr. Cartner asked principals to let Sanders know if they plan to attend the 12.10.15 Learning Focused training. Sanders indicated instructional coaches will attend, but are not counted in the 4 from each school.</p> <p>Dr. Cartner discussed protocol to follow if the health department notifies a school of a health issue. He asked principals to make the first call to Jennifer in his office; to then call Ewers and to notify Parker (if specialized cleaning/sanitizing is needed). Ewers shared that the health department has indicated they will contact schools and Central Services simultaneously.</p> <p>Dr. Cartner distributed revised field trip request forms. He indicated they should be used for trips effective January 1st.</p> <p>Dr. Cartner discussed “Swap Shop” with principals and asked who has “need.” The following indicated they need items:</p>
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		<p>Jones (12 chairs for media center) Ewers (furniture for self-contained classroom) Worrell (6th grade “on grade level” reading books) Waples (round tables)</p> <p>There were offers of furniture items for these individuals.</p> <p>Parker encouraged schools to communicate needs to him and he can work items in the budget.</p> <p>Waples inquired about who would be handling surplus textbooks following Stevens departure from Central Services. Davenport indicated she would be handing textbooks.</p> <p>Dr. Cartner updated LT members on the audit of 2014-15 funds. The good news in that the district received a clean audit – the bad news is some schools were written up in the management letter. Dr. Cartner and Hale will meet with principals and bookkeepers to discuss issues. Dr. Cartner informed principals that under no circumstance should checks be made payable to “cash” and to pay directly from an invoice (not a statement).</p> <p>Hale informed principals that every dollar “in” should be deposited and every dollar “out” should be by check with supporting documentation. Do not pay security at sporting events out of gate receipts.</p>
BREAK		
Ernest Sutton & Dr. Hezekiah Brown	Understanding and Communicating With Our At-Risk Community	<p>Dr. Cartner introduced Bishop Ernest Sutton and Dr. Hezekiah Brown who are working in the community to reclaim and engage the members of our at-risk community.</p> <p>Bishop Sutton asked LT members to introduce themselves and say one word to describe themselves. Examples of descriptors used are: do, devoted, committed, talkative, passionate, competitive, dedicated, educated, consistent, enthusiastic, happy)</p>

		<p>Bishop Sutton shared that words to focus on are:</p> <p>Language (key to communication – make sure understand what is being said – if you do not know language can't make good decisions – intersects with communication -- sometimes take for granted others know the language)</p> <p>Relationships (goal and focus of right attitudes/right spirit --whatever you do have to search self and see if have right attitude/spirit about what doing -- everything rises and falls on leadership)</p> <p>Seed (tiny beginning with a huge future --anything that can become more -- examples: love, time, patience, money, kindness, prayers, stopping slanderous talk, forgiveness, thankfulness) anything you received from a higher power than can be traded for something else; think about gifts you have)</p> <p>Bishop Sutton shared a short film by John Kotter, “Our Iceberg is Melting” that described the 8 Step Change Leadership Process:</p> <p>Step One –Establishing a sense of urgency Step Two – Creating the Guiding Coalition Step Three – Developing a Change Vision Step Four– Communicating the Vision for Buy-In Step Five – Empowering Broad Based Action Step Six – Generating Short Term Wins Step Seven – Never Letting UP Step Eight – Incorporating changes into the culture</p> <p>Bishop Sutton indicated that he and Dr. Brown have started a guiding coalition because of information he heard when Dr. Cartner attended a NAACP meeting and discussed the gap in performance of students. He indicated that because children are living in poverty it does not mean they cannot achieve with excellence. Sometimes we play into the game and give excuses but should encourage achievement -- do not let poverty consume -- and to inspire excellence. He praised Dr. Cartner for sharing that it was a community problem and not just a school system problem. He indicated that</p>
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change is significant to achieving excellence.

Dr. Hezekiah Brown spoke and presented a powerpoint on “Communicating and Engaging Our At-Risk Community.” He indicated he and Bishop Sutton have formed a guiding coalition to support the job the school system does.

The following were highlighted in the PowerPoint presentation:

Issues that need immediate attention:

1. How to reach the parents
2. How to engage and motivate the parent (build parent-teacher partnerships)
3. How to engage and motivate our students
4. What are some of the specific challenges facing the leadership of ECPPS that is affecting the teachers, the children, the administrators
5. How do we reach the community at large?

We are Smarter Because We Know That:

1. Children by and large become a product of their environment
2. Many of the students who are in your classroom never heard anyone say “I love you”
3. Many of those children who are acting out in school are coming from single parent females struggling to raise 3-4 children with very little help and lack adequate job skills
4. Many grandparents trying to rise out of control at-risk grandchildren (little or no patience)
5. Some foster parents get children for money
6. An inordinate amount of AA males are either incarcerated or underemployed and lack the skills to earn a good salary
7. 70% of the children born into the AA communities are born into single parent homes
8. Little or no emphasis on education
9. Parent ill equipped to assist their children with homework
10. Lack of discipline

We are smarter because we know what problems are and will develop strategies to overcome the issues facing our entire educational system.

1. We must reach those children who are living in public housing through the Housing Authority, and utilize the community rooms to educate the parents and children
2. We must reach the parents through the Chamber of Commerce and implement the parent connection program whereby individuals would reach parents on the job
3. Teacher volunteering to spend time on the internet searching for companies who are willing to donate computers, equipment for science laboratory and other items needed by the school district
4. We must find individuals who are skilled at writing grants to acquire much needed funds for the school district
5. Consult with the PTA and PTSA
6. We must be aggressive in involving the courts and social services regarding excessive absences of 3rd graders
7. Coordinate the current programs being offered by some of the local religious institutions (Corner Stone Missionary Baptist Church, The Mount, Mount Carmel and others)
8. Establish a parent university (learn how to be parents) (Sutton spoke – sometimes people have problems navigating the system – this would teach how to navigate the system to properly advocate for children – goes back to communication – deals with skill sets that many parents do not know – fear can put you in a deep freeze – if confident know how to deal with teacher/principals/superintendent it gives self-worth – we are a world of systems – if can't navigate will not be successful – lot of gang problem related to individual not knowing how to navigate system so they create own system)

Dr. Brown thanked Dr. Cartner for his efforts and discussed TEAMWORK.

		<p>Bishop Sutton discussed that Dr. Cartner has the heart, passion, humility and intestinal fortitude to help us move our community forward as it relates to educating students. He thanked Dr. Cartner for his leadership.</p> <p>Dr. Brown discussed establishing remediation programs in all churches, with sororities/fraternities and organizations (NAACP, LINKS, etc.).</p> <p>Bishop Sutton closed with discussing the mission of churches, sororities, fraternities is to support education.</p> <p>Contact numbers for Dr. Brown and Bishop Sutton are 335-2439 or 333-6472 (contact numbers)</p> <p>Dr. Cartner thanked Dr. Brown and Bishop Sutton for speaking and for the work they are doing in the community</p>
Lunch		
ECPD & PCSD Officers	Gang Awareness	<p>Agent Eddie Rodriguez and Detective Barbara Morgan shared a video – “The Underworld Under Us” regarding gang activity across the state. Agent Rodriguez shared that Elizabeth City Police Department has received a grant and will have a full-time gang unit in Elizabeth City for three years.</p> <p>Agent Rodriguez discussed gang member activity, threats to officers, recruiting (start in neighborhoods, schools, functions, etc.) He shared signs of gang involvement (wearing a certain color, signs/symbols, etc.).</p> <p>Agent Rodriguez shared the definition of the term gang (a group of persons working together to unlawful or antisocial ends – having informal or usual close social relations).</p>

NCGS 15A01340.16(2a)—any organization, association or group of three or more persons, whether formal or informal having as one of its primary activities the commission of a felony or violent misdemeanor if committed by an adult and having a common name or common identifying signs, colors or symbols

Gang Validation (must have two from list to validate):

Self Admittance (single validation)

Frequent gang areas

Associate with known gang members or affiliates

Uses hand signs or gestures

Tattoo's, marks, scars

Gang dress, hair styles, jewelry

Uses gang terminology

Physical evidence/photo's, documents, etc.

Reliable source/untested sources

Involved in gang related incidents

He shared information about gangs in Elizabeth City.

He discussed "What is Gang Activity" and shared it can include:

Vandalism

Fighting

Assaults

Strong Armed Robbery/Armed Robbery

Drug Trafficking

Drug Possession

Homicide

Weapons offenses

Sexual Assaults

Auto Theft

He shared that in 2007-08 there were 594 reported gangs in NC. There are now over 10,000 (not including the prison system).

He shared the history of the “Bloods” (created in the early 70s in Los Angeles) and gave signs/symbols used:

Bloods -- everything on right side – higher the flag the higher up in the gang

Anything associated with number 5

Refer to each other as dawg

Bulldog tattoo or pays

MOB tattoo

5 point star

5 point crown

Bulls – body, unity, lust, love, soul

Rabbit – growth of the Peoples Nation

Champagne glass – celebration of the peoples nation

Cross – almighty nation

Blood Language – BLLAATT (sound of machine gun/uzi – way to announce I am a blood)

311 = crip killer

Blood code meaning:

Crab = a derogatory name for a crip used by bloods

REEBOK – respect each other and every blood OK

FOOD – blood says eat food to cut someone or assault/kill someone (food is victim)

Detective Morgan showed a short video showing the “blood walk”

Agent Rodriguez shared information on the history of the CRIPS (started in 1969 in Los Angeles by Raymond Washington and Stanley “Tookie” Williams) and gave signs/symbol used:

		<p>Blue is color Everything from left hand side Signs Pitchfork up Six pointed star – Star of David Points stand for – life, love, loyalty, wisdom, knowledge, understanding Number associated with #6 Slobs – a put down word used by crips and folks to describe blood gang members What’s crackin cuzz – a term of endearment used by crips to address each other, common crip greeting BK – stands for blood killer ADIDAS – all day I destroy all slobs KSWISS – kill slob when I see slob LOC – Life of Crip; Life of Crime Cross out letter</p> <p>Detective Morgan showed a short video on the “Crip Walk.”</p> <p>Agent Rodriguez discussed a program (EPIC) designed for 7th grade students that would be a 2 day course during health class.</p> <p>Dr. Cartner thanked Agent Rodriguez and Detective Morgan for sharing with the group.</p>
	<p>Last Word and Pass the Bell</p>	<p>Dr. Cartner shared Drew & Priest attended a meeting yesterday and learned that student surveys would become part of the evaluation process.</p> <p>Dr. Cartner indicated that he is trying to set up meetings with The Daily Advance to sit down and talk about School Report Cards.</p> <p>Dr. Cartner discussed passages in life and shared that Renee Harris will be starting a</p>

new chapter in her life – she will retire effective 12/31/15 and this is the last LT meeting for her. He wished her well and thanked her for everything she has done for the school system.

Dr. Cartner informed the LT that Jennifer Hawkins will move into accountability and data. She will keep her math duties. This will reduce Central Services by a position.

Sanders shared changes in Program Services Team duties:

Cowell will assume duties for Elementary Beginning Teachers when Joyce

Harris retires

Whitehurst will have math & science

Austin will focus on Read to Achieve/ELA

Elementary schools picked up Instructional coaches (1/2 AIG / 1/2 Coach)

She thanked for everyone for support they have given to Curriculum & Instruction.

Dr. Cartner encouraged principals to share School Report Cards information at the school level (parent meetings, PTA meetings, conferences, etc.) and to not just send the paper home.

Passing of the bell

The West Wing passed the bell to Joanne Sanders.

Dr. Cartner asked the LT to take away from today that there is support in the community and to understand that we do have a gang issue in Elizabeth City.

Dr. Cartner closed with a story about Alfred Nobel (Nobel Peace Prize). He wished everyone a blessed holiday season.