

***SCHOOL IMPROVEMENT LEADERSHIP TEAM MEETING***  
Tuesday, October 23, 2018; 4:00 p.m., Central Administration Offices Board Room  
***Minutes***

Members Present: Superintendent Shon Hocker, Assistant Superintendent Keith Harris, Director of Instruction Melanie Kathrein, Board Member David Wilkie, Mr. Kevin Hoherz, Mr. Brent Wolf, Mr. Mitchell Meier, Dr. Marcus Lewton, Mrs. Carla Schaeffer, Mrs. Tracy Lecoe, Mrs. Sarah Olson, Mrs. Amanda Hlibichuk, Mrs. Haley Marsh, Mrs. Nicole Weiler, Mrs. Rebecca Bautz, Mrs. Susan Cook, Mrs. Melanie Hanel, Mr. Trevor Conrad, Mrs. Sara Streeter, Mrs. Amanda DeMorrett, Mrs. Sara Steier, Mrs. Tammy Peterson, Mrs. Amber Fridley, Mrs. Kate Rothschiller, Mrs. Amber Berg, and Mrs. Jennifer Nokes.

Members Absent: Mrs. Trista Fisher, Mr. Henry Mack, and Mrs. Kristy Goodall.

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

**Review and Approve the September 5, 2018, Team Meeting Minutes** – Copies of the September 5 meeting minutes were distributed to the team. Mr. Wolf moved to approve the minutes, as presented. Mrs. Peterson seconded the motion. The motion carried unanimously.

**AdvancED Engagement Review November 4-7** – Dr. Hocker asked representatives from each building to report if everything had been submitted and if the evidence for the buildings was completed. Building representatives reported they did not have access to Workspace.

Building principals inquired regarding the AdvancED finance questions, crisis management plans, school quality factors, assurances, diagnostics, and executive summary. Dr. Hocker said he would use parts of each building's executive summary to complete the District's executive summary. Dr. Hocker's executive summary will tell the story of the District and the building executive summary will tell the story at the building. He suggested by October 26, all buildings should have submitted all their information. If Workspace is not open, do it whenever it does open.

A draft copy of the AdvancED engagement review was distributed to all committee members. Assistant Superintendent Harris went over the details on the schedule. Twila will incorporate any new changes and email the revised schedule to the principals.

**Future Meeting** – Dr. Hocker suggested having a follow up meeting to share the report received from the AdvancED engagement review team. A meeting was scheduled for Wednesday, December 12 at 4:00 p.m. to share the report. If the report is received earlier, a meeting may potentially be scheduled earlier. Dr. Hocker said usually the review team makes recommendations and checks back in a year to see if the recommendations have been put in place.

**Other** – There were no other topics discussed.

**Adjournment** – At 4:50 p.m., the meeting adjourned.