

Leadership Team Meeting
January 24, 2018
8:00 a.m.
College of the Albemarle

Present:

Austin
 Campbell
 Cartner
 Davenport
 English
 Flach
 Floyd, T.

Fonville
 Fyffe
 Godfrey
 Hawkins, J.
 Hawkins, M.
 James-Davis
 Jones

Lane
 Lassiter
 Pauley
 Pullet
 Sanders
 Sawyer
 Slade

Thompson
 Waples
 White
 Whitehurst
 Worrell

| Item | Notes |
|-------------------------|--|
| Good News Report | <p>The following “Good News” information was shared:</p> <ul style="list-style-type: none"> • Slade reported that Pasquotank Elementary School held a successful Title I Parent Reading Night recently. Parents were provided information about accessing homework and assignments through iStation and CANVAS. • English reported that the Ex. Children’s Department at P. W. Moore applied for and received a grant in the amount of \$5,000. The funds will be used to purchase iPads. Fyffe reported on a successful student recognition night for the EC-P Early College. She shared that many students received recognition for perfect attendance and reported that the school’s attendance rate for first semester was 97%. • Sawyer shared that NHS received \$3500 in grant funds for the purpose of turning a courtyard into an art studio. |
| HR Updates | <p>Lassiter distributed and reviewed the following handouts:</p> <ul style="list-style-type: none"> • HR and Operations Updates • Teacher Contracts (policy & sheet) |

Lassiter discussed the following:

- Recruitment trips and the teacher crisis/shortage across the nation -- he will send “sign up” information for upcoming trips.
- The Human Resources paperless process and the process used within the HR department regarding offering employment and required information needed from candidates.
- The deadline for comprehensive evaluations has been extended due to days missed for inclement weather and reminded principals that standard evaluations are due on Friday, 1.26.18. He encouraged principals to let him know if they need help.
- The non-renewal process and Mandatory Improvement Plans (MIP).
- A mandatory meeting for Beginning Teachers will be scheduled in the near future to discuss HQ Supplements. Principals were asked to relay the message to all BTs that the meeting is important and is required for all BTs.
- There is a NERESA meeting scheduled to discuss teacher contracts scheduled for 1.25.18. There was group discussion about teacher contracts and the ramifications of what they will mean in terms of recruiting and retaining candidates.

Dr. Cartner indicated he discussed teacher contracts with his Teacher Advisory Council last year and will discuss the topic with them again when more details are available. He asked principals to remind teachers that legislated changes to teacher contracts are upcoming and that the district is working on a plan.

Lassiter reminded principals that tenured teachers are not eligible for the contract renewal process unless they want to give up tenure.

- Lassiter asked principals to think about “what is your brand & how are you selling your school”

Principals shared the following:

- Charge students with putting out there “who we are and what we do”; empowering students; surveys
- Building community support (counter the negative)

| | |
|---|---|
| | <ul style="list-style-type: none"> --Involve parents and community – let the know they are important --Activities such as Parent Nights, Saturday Universities; asking parents to attend Regional/State Meetings --Communication (on website, in newspaper, etc.) --School Mottos (ex. 1 belief, 1 focus, 1 goal = 1 School) --Motivated attitude --Set expectations and stick with them |
| Title I Updates | <p>Davenport discussed the following:</p> <ul style="list-style-type: none"> • Federal funds have dropped and her office is processing purchase orders • Reminder that POs&SD-1s must be linked to the Title I Plan • All signed forms are due now • Monitoring visit scheduled for March – she will visit schools for a documentation check in February • Inventory (have to see that it items are being used by students) • Title IV Grant (money used for math curriculum for Grades 3-4 and middle schools) • PD Survey will be administered to certified and non-certified staff • CNA Tool for Title I due by April 13th • Summer School (reminder that principals agreed to earmark Title I funds for summer school) • Community/Parent Involvement Center • Poverty Percentage (reviewed how determined for Title I schools in CEP – direct certification for child nutrition) <i>Note: Butch Hudson, DPI Regional Testing/Accountability, shared that Accountability is no longer collecting poverty data for CEP schools.</i> |
| School Culture Rewired: Chapters 10-11 | <p>English distributed a “graphic organizer” to be used during the presentation and group activities. She discussed the following:</p> <ul style="list-style-type: none"> • It Starts with One! (Cultural change must be a school-wide movement, not just |

| | |
|--|--|
| | <p>an individual effort and the leader does not always have to be the principal – it takes courage to be the “lone nut” to start the movement)</p> <ul style="list-style-type: none"> • Coach vs. Culture (group activity) • Hiring for Rewiring (group activity) • Expectations (Cautioned that the teachers who meet expectations will be even more upset with you as their leader for letting their colleagues slack off) (group activity) • Pooled Breakthroughs! • Video clip from Finding Nemo & Group Activity to show that you want new people to be able to bend the culture • Points of Least Resistance • Natural leverage points to shift culture during school year (group activity) • Seven Ways to Modify an Instructional Culture • Key Leverage Points • Think Time – how will you utilize an upcoming leverage point to rewire (or continue rewiring your school or groups culture)? |
| | |
| School Culture Recharged: Chapters 9-10 | Cobb was sick and unable to attend the meeting. |
| Tech in 10 | <p>Godfrey presented Tech in 10 on “What’s New in Google Calendar” and reviewed the following “New View” features:</p> <ul style="list-style-type: none"> • Schedule View • Adding Notes (format or add attachment/link) • Appointment Slot (can share link for sign-up time) • Year view • Task & Reminders • Google Keep Reminders • Search Features • Pop-Up Cards |

| | |
|---------------------|--|
| | <p>She commented that you have the option to switch back to Classic View, however, she suggests going with New View.</p> |
| ESSA Updates | <p>Butch Hudson, Northeast Regional Accountability Coordinator, presented a PowerPoint with information on the “Every Student Succeeds Accountability Model” and provided a paper copy of the presentation for attendees. Mr. Hudson shared additional details and comments throughout the presentation regarding federal and state requirements and impacts of ESSA on districts.</p> <p>Presentation slides included:</p> <ul style="list-style-type: none"> • School Performance Grades • School Performance Grades/ESSA: Elementary & Middle Schools • School Performance Grades/ESSA: High Schools • Minimum N • Outcomes • Qualifications • 95% Participation Rule in ESSA • Participation • Cohort Graduation Rate (CGR) • Exception for Grade 8 Math EOG • Chart for Math 1 • Participation Targets • Recently Arrived English Learners • Counting Exited EL Students for Accountability/Reporting • Progress Toward Exiting English Learner Status • Exiting EL Status • Setting the Long-Term Goals • Long Term Goals • Identification of Schools in ESSA (pages 42-49 & Supplement 6) • Identification of Schools in ESSA Comprehensive Support and Improvement (CSI) |

| | |
|-----------------------------------|--|
| | <ul style="list-style-type: none"> • CSI – Low Performing • CSI – Low Graduation Rate • Identification of Schools in ESSA Targeted Support and Improvement (TSI) • Identification of Schools in ESSA TSI • Identification of TSI – Consistently Underperforming Subgroups • Identification of TSI – Additional Targeted Support • Identification of CSI – Additional Targeted Support Not Exiting Such Status |
| School Improvement Support | Davenport tabled discussion of School Improvement Support until the February meeting. She shared that she is monitoring SIPs and will visit schools to have individual discussions. |
| Superintendent's Update | <p>Dr. Cartner thanked Mr. Hudson for the ESSA presentation and indicated it was a presentation that principals needed to hear and absorb because of the changes on the horizon. He encouraged principals to ask questions of Jennifer Hawkins, Director of Testing/Accountability if they have questions.</p> <p>Dr. Cartner discussed a recent newspaper article about political activities involving students. He instructed principals to review Policy 7720 with staff.</p> <p>Dr. Cartner shared that he is working on draft options for the 2018-19 school year calendar -- all options will include 7 workdays prior to the first day of school and Convocation is scheduled for Friday, August 24th.</p> <p>Dr. Cartner commented on book studies and the connection between the books used over the last three years as they relate to changing culture.</p> <p>Dr. Cartner shared that a team from DPI visited the district recently to share information on services they could provide to our district. He asked everyone to let Dr. Sanders know if there are specific things they need/want for schools, particularly in the area of professional development.</p> |

| | |
|--|--|
| | <p>Dr. Cartner discussed the need to think about what you are doing for all students, but also the need to focus on “bubble kids” and providing the push needed for them to improve their scores.</p> <p>Dr. Cartner reminded everyone of the importance of all levels of employees in the school chain and encouraged them to make sure folks understand their value.</p> |
| Pass the Bell | Jones passed the bell to English. |
| Closing Remarks and Adjournment | <p>Dr. Cartner closed by reminding everyone to keep swimming and we will make it together.</p> <p>The meeting adjourned at 11:36 a.m.</p> |