



## District Leadership Team Minutes

Date: January 18, 2018

Time: 3:30 pm

Location: Board Room, Administration Center

**Members present:**

Kim Myers, Sue Ickes, Rosi Portillo, Carrie Pilichowski, Chris Mueller, Jim Franks, Farah Anderson, Rena Wils, Brandi Floming, Emilee Heald, Elia Nunez-Raya, Kristin Humphries, Jen King, Jeff Fairweather, Kristin Taylor, Tracy Greer, Sheri Coder, Casey Kyser

Meeting began at 3:30 p.m.

### **Introductions**

Jen King asked all members to introduce themselves and explain why they elected to be part of the DLT. All 19 individuals shared why they felt compelled to serve as a member of the DLT. Jen also shared that staff efficacy is vital and these committees will give more voice to stakeholders from across the district.

### **Norms**

All members were asked to write down three norms. The group built a consensogram and discussed recommended DLT meeting norms. We agreed to discuss the norms identified at the next meeting of the DLT and commit to them moving forward.

Each DLT member will have a binder that will be available at each meeting which will include the agendas, minutes and other resources provided that will be kept and updated in the binder. Kristin Humphries will make sure all binders are updated. It was also shared that we will always have an agenda ahead of time.

### **Focus of DLT**

Dr. Humphries asked if everyone could give an 18-month commitment to help embed DLT practices and discuss how/when to bring new individuals in and transition so more have this leadership opportunity.

DLT is the core group to start with and then have discussions on who else should be at the table such as Board member, community member, parent, 8<sup>th</sup> grade student. Goal is to bring identified individuals by August 2018.

*Mission: We will prepare all students to become life-long learners who are productive, responsible members of a global society.*

It was discussed that ultimately, once BLT's are aligned with DLT practices, to have BLT to present goals professional practice by staff, areas of concern and action plans to the DLT. Dr. Humphries discussed Doug Reeves and his "data fair" concept. He also discussed working with building administrators this spring to work on alignment of BLT to best practices and the DLT. Goal is to have aligned BLT's in place for May 2018 and the "data fair" concept by May of 2019.

The four district committees will bring recommendations to be considered and brought before the Board of Education. The purpose is to provide more voice from district stakeholders and improve staff efficacy.

### **District Committees**

The four district committees come from the four areas of the district Strategic Plan which includes 21<sup>st</sup> Century Learning, Climate and Culture, Finance and Student Achievement.

Each committee will set up meetings similar to the DLT format. Agendas and meeting minutes will be posted on the district website located under staff>district committees. It's important that all minutes are posted so staff and interested community members can see what is transpiring in our committee work.

21<sup>st</sup> Century Learning committee will work on putting together ideas of what a 21<sup>st</sup> Century Learning classroom would look like and put together a list of projects including the estimated cost. Stakeholder input will be sought on district needs moving to a 21<sup>st</sup> century learning environment. They will also work with the Finance Committee to discuss available funds for the next few years so a place can be put together. This will be presented to the DLT who can prioritize the projects.

Student Achievement committee will look at student/staff data and set strategic targets. They will also address our adult practices and make recommendations on professional practice our teachers might need. This committee will also address curricular issues and make recommendations on needed materials for staff in the future.

Climate and Culture committee will work on recruiting a diverse staff and work on ways to attract and retain staff. Coming up with ideas to promote positive climate throughout the district similar to how we currently can wear a shirt on Mondays that promotes teachers and support staff. They will need to attend job fairs and other community events to promote EMSD37 as a great place to work. Dr. Humphries indicated they would need a budget going forward to help move towards these goals.

Finance committee will educate the staff and community on district finances. Providing indicators such as are we receiving state funding on time, where are currently and where do we want to be in five years. They will also help with estimating costs of projects and assist in planning for future projects based on cash balances.

**Action Item:** Dr. Humphries asked if the four district committees can meet before the next scheduled DLT meeting which potentially could be Feb 15<sup>th</sup>. It was agreed by all that they can and will have initial meetings before the next DLT meeting, so we can report out at DLT. The co-chairs will set up their first meeting, commit to meeting norms, and start their work toward moving our district forward.

### **Future meeting**

Each member was asked to complete the preference sheet to set DLT meeting dates for the remainder of the year. Jen King and Kristin Humphries will do their best to pick the date that works for all but there will be some cases where not everyone will be able to make the meeting. Meeting schedule will be shared out with the DLT via email.

### **Reflection of meeting**

Dr. Humphries asked for input on what we can do better or what do we need to change for future meetings. Sheri Coder recommended training on consensus building. Mr. Hawley recommended that if something is being brought to the DLT committee that would require some in depth knowledge that there is some expertise available to help make a more informed decision. All agreed those were good ideas.

Meeting adjourned at 4:30 p.m.