



District Education Improvement Committee

MINUTES

OCTOBER 1, 2018

MEETING CALLED TO ORDER AT 4:31 P.M.

EDUCATION SUPPORT CENTER, BOARD ROOM

FACILITATOR	Dr. Steven Ebell
MEMBERS PRESENT	Nicole Bartel, Tammy Borowitz, Michelle Brookover, Shelley Brownfield, Nicola Clemmer, Ruth Cooper, Jennifer Coronado, Tomas Cosenza, Cindy Crookston, Cindy Cunningham, Alex DeBaylo, Sarah Donovan, Erika Eberhart, Belinda Garcia, Kenneth Guest, Carmen Hampton, Tami Heese, Cal Hitchman, Lori Holloway, Nancy Hough, Wendy Hutchinson, Kymbre Johnson, Wendy Knowles, Kim Leach, Devan Livesay, Alice McCalla, Kathleen McCarty, Shehla Merchant, Joe Miller, Sheryl Miller, Dashawnda Mosley, Ryan Nassif, Candice Parks, Joan Peeples, Alexandra Perdue, Justin Ponchak, Travis Powell, Amy Robinson, Stephenie Ruby, Angie Sanders, Brittany Sartor, Jeffrey Simms, Fred Simpson, Katherine Stathakos, Ashley Stewart, Matt Taras, Matthew Thomas, Ashley Tyner, Mustafa Virani, Colleen Wilkinson, Katharine Wright, Amy Wulfers
ADMINISTRATORS PRESENT	Dr. Greg Smith, Superintendent of Schools; Dr. Steven Ebell, Deputy Superintendent of Curriculum and Instruction; Dr. Robert Bayard, Chief Technology Officer; Mr. Tony Davila, Director of Parent Assistance; Dr. Karen Engle, Assistant Superintendent for Secondary; Dr. Megan Evans, Executive Director of Assessment and Evaluation; Ms. Holly Hughes, Assistant Superintendent for Elementary; Mr. Chris Kidwell, Director of State and Federal Programs; Stephanie McBride, Executive Director of Professional Learning; Mr. Paul McLarty, Deputy Superintendent of Business and Support Services; Dr. Casey O’Pry, Assistant Superintendent of Human Resources; Ms. Elaina Polsen, Executive Director of Communications; Ms. Leila Sarmecanic, General Counsel; Dr. Cyndi Short, Executive Director of Special Services; Dr. Susan Silva; Executive Director of Curriculum and Instruction; Ms. Natalie Uranga, Director of Student Personnel Services

Agenda topics

DISCUSSION	
1. Welcome and District Update	<p>Dr. Greg Smith, Superintendent of Schools, called the meeting to order at 4:31 p.m. and welcomed the committee members to the meeting. He then provided a brief update on the following items:</p> <ul style="list-style-type: none"> • School Boundary Advisory Committee will convene October 17, 2018 through the Spring to balance student enrollment at campuses throughout the district. • Weather has impacted the construction of Campbell Elementary and League City Elementary buildings. More information on the timeline of these projects will be shared throughout the year. • The Citizens Safety Committee made 39 recommendations including the addition of 15 student support counselors 15 Sheriff Liaison Officer deputies. An update on the status of these recommendations will be provided October 15, 2018. • Upcoming January 2019 Legislative Session • The intermediate Science Magnet Program was expanded this year from Seabrook Intermediate to a second site at Brookside Intermediate School. Sixth grade was added this year and a grade level will be added each year for the next two years. • The Special Education Program Review has been ongoing since July and auditors are in the district this week for interviews, school visits, and parent input sessions. Results of the review will be presented to the Board in March 2019.
2. Meeting Norms and Outcomes	<p>Dr. Steven Ebell, Deputy Superintendent of Curriculum and Instruction, shared DEIC meeting norms and the following outcomes with the committee:</p> <ul style="list-style-type: none"> • Engage with DEIC members • Describe the role of the DEIC in planning and decision-making • Explain the 2019-2020 CCISD Calendar development process • Review the 2018 State Accountability System • Assess the CCISD Strategic Plan Action Plans for 2018-2019 • Articulate the state equity plan compliance requirements • Choose a sub-committee based on your interests

3. Small Group Introductions

Dr. Steven Ebell asked that the DEIC introduce themselves to the other DEIC members within their PK – 12 community, seated at their table. He then asked district administrators to introduce themselves to the committee.

4. Orientation to the District and Campus Procedures for Strategic Planning

Dr. Steven Ebell provided a shared copy of the District and Campus Procedures for Strategic Planning for each table. He then reviewed the following items from the document:

- Role of the DEIC
- Membership of the DEIC
- DEIC Chairperson Nomination and Election Process
- Consensus Model
- District Strategic Plan components:
 - Beliefs
 - Core Values
 - District Mission Statement
 - Parameters
 - Objectives
 - Strategies

Dr. Steven Ebell then introduced each DEIC sub-committee facilitator to give a brief description of the purpose of the sub-committees.

- **Technology:** the sub-committee advises the Chief Technology Officer on a wide variety of topics around learning technology. Committee members also assist with the review of the district technology. This sub-committee meets 4-5 times during the year and is facilitated by Dr. Robert Bayard.
- **Budgeting/Staffing:** the sub-committee reviews budgetary and staffing data and makes recommendations based on this information. This sub-committee meets 1-2 times during the year and is facilitated by Paul McLarty.
- **Calendar:** the sub-committee reviews various calendar models and makes a recommendation based on the best needs of students. This sub-committee will meet 2-3 times during the first semester and is facilitated by Dr. Susan Silva.
- **Planning:** the sub-committee reviews data such as student assessment results, student demographic information, and community survey results. This data is used to revise the District Strategic Action Plans. The sub-committee meets 2-3 times per year and is facilitated by Dr. Steven Ebell.
- **Professional Learning:** the sub-committee reviews the District Professional Learning Plan, as well as provides input regarding professional learning initiatives associated with the District Strategic Plan. This sub-committee meets 1-2 times per year and is facilitated by Stephanie McBride.

5. Overview of the CCISD District Strategic Plan

Dr. Ebell provided an overview of the 2018-2019 CCISD Strategic Plan Annual Implementation Plan to the DEIC. He then assigned each table group a plan to review the components of individually, discuss as a group and provide written feedback.

6. Review of 2018 State Accountability Performance

Dr. Megan Evans, Executive Director for Assessment and Accountability, shared a brief overview of the 2018 State Accountability Ratings that includes the following domains:

- **Domain I: Student Achievement**
Measures whether students have met grade-level expectations, as measured by the STAAR test. For high schools, it also considers graduation rates and how prepared students are for life after high school.
- **Domain II: School Progress (Part A and Part B)**
Measures how much better students performed on the STAAR test this year versus last year. It also looks at how much better students are doing academically at the school compared to similar schools.
- **Domain III: Closing the Gaps**
Measures the percentage of different groups of students that are performing above state goals in four areas.

She explained the overall rating for the district and campuses is comprised of 70% from the best scale score of Domains I and Domain II part A or B and II and 30% from Domain III. In 2018, districts will receive A-F letter ratings and campuses will receive “Met Standard” or “Improvement Required” ratings. In 2019, both districts and campuses will receive A-F letter ratings.

Dr. Megan Evans provided the DEIC with copies of the 2018 CCISD State Accountability Ratings and Distinctions, which is also available on the District website.

7. District Equity Plan Report

Mr. Chris Kidwell, Director of State and Federal Programs, explained that under federal law, all school districts receiving Title I funding will be required to submit an Equity Plan to better understand and address the challenges they face in providing equitable access to excellent teachers for low-income and minority students. He provided the DEIC with

shared table copies of the 2017-2018 CCISD Texas Equity Plan that was submitted on November 1, 2017. He also promised to provide an electronic copy, along with the meeting minutes and an updated report in November 2018.

Mr. Chris Kidwell explained this measured by dividing the district's schools into quartiles based on the percent of students defined as a minority or poverty. Then, data is analyzed on teachers assigned to those schools and the correlations between the number of inexperienced teachers and out of field teachers assigned to the top and bottom quartiles. With schools in the top quartile for CCISD students living in poverty, one is actually less likely to be taught by an inexperienced teacher. With schools in the top quartile for minority students in CCISD, there is a .02% correlation, which is considered minimal, as the state equity gap is 7.5%. Regarding out of field teachers, CCISD tries hard not to place out of field teachers in classrooms. In the limited cases where this does occur, it is typically in CTE classes and the teacher is enrolled in an alternative certification program, so they will not be out of certification for long.

8. Review of the 2019-2020 Calendar Development Process

Dr. Susan Silva, Executive Director of Curriculum and Instruction, outlined the 2019-2020 District Calendar Development Process.

- **October** - Email Principals calendar process and information
- **October** - Sample calendars are developed based upon established district calendar planning assumptions and District of Innovation ideas
- **October 2, 2018** - Region IV District Calendar Planning Meeting
- **October 10, October 23, and October 29, 2018** - DEIC Calendar Subcommittee meetings – 4:30 - 6:00 p.m. at the Education Support Center Large Staff Development Room
- **October** - Regional district meeting with San Jacinto College to review other regional district and college calendars and align as possible
- **November 5** - DEIC Meeting: DEIC receives 2-3 final calendar proposals and a presentation on the process and planning assumptions. DEIC delivers final calendar proposals to the campus principal - followed up with email copies from the Department of Curriculum and Instruction. DEIC Member and Principal notify the staff of the online vote for calendar preference.
- **November 5 – November 16** - CIIC Chairmen and Principals review calendars with CIIC and reach consensus on the "calendar of choice" for that campus
- **November 6** - Calendars are placed online for community survey input
- **November 25** - Online voting for calendar preference concludes
- **December 3** - DEIC Meeting: Each DEIC Representative submits calendar choice form at DEIC Meeting for their campus calendar recommendation. Each calendar choice is entered into a spreadsheet. Final selection made with recommendation from DEIC.
- **December 17** - Board Meeting: DEIC recommendation will be presented to the Board for consideration. The Board of Trustees has final approval of the CCISD Calendar.

9. Commitments

Dr. Steven Ebell asked the DEIC to complete the following:

- Sign-up for a sub-committee
- Communicate what you learned with campus/community
- Nominate someone for DEIC Chairperson, if you feel led to do so
- Live the CCISD Core Values
- Come to the next meeting on November 5, 2018

The meeting was adjourned at 5:54 p.m.

All materials discussed at the DEIC meeting will be on the CCISD website for review.