

MSAD #33 Leadership Team Meeting
For
Learner-Centered Proficiency-Based Learning
08/01/17 - MINUTES

In attendance: Lisa Bernier, Kevin Lavoie, Chris Haskins, Marie May Chasse, Theresa Cerceo, Kathy Theriault, Larry St. Peter, Liza Pelletier, Vicki Deschaine, Charles Michaud, Ralph Fantasia, Amy Pelletier, Lana Paradis (School Board Member), Olivia Gervais (Student Rep.)

Excused: Lora Cyr

1. Lisa Bernier, Superintendent / DLES Principal, welcomed everyone in attendance.
2. Distribution of the Leadership Team norms for review. No changes required.
3. Review and approval of the May 22, 2017 Leadership Team Meeting Minutes
Motion by : Marie May Chasse, 2nd by: Kathy Theriault, All in favor.
4. Empower Update: (Chris Haskins/Charles Michaud) (see attached summary)
 - a. Completed areas are:
 - i. Schedule – WHS, DLES, SJVTC
 - ii. Classes – WHS, DLES, SJVTC
 - iii. Courses – WHS, DLES, - working in SJVTC and VPA standards – no CTE standards in any Empower.
 - iv. Off days, vacations, break holidays, work shops
 - v. Building/Room assignments for classes – WHS, DLES, SJVTC
 - b. Working on or To Be Done:
 - i. Links from Empower to Power School
 - ii. Ongoing data entry for SJVTC program standards
 - iii. Individualized Learning Plan – IEP, GT, struggling students
 - iv. Set Goals tool.
 - v. Attach/assign/plan Habits of Mind targets
 - vi. Attach/assign/plan Complex Reasoning targets
 - vii. Alignment of courses with PowerSchool
5. Power School Training with Scott Carter
 - a. August 7th from 8-10 a.m. at DLES for District Secretaries
 - b. August 14th from 8-10 a.m. at DLES for District Teachers
 - c. August 16th at DLES/WHS for Kitchen staff (PowerSchool Outreach)
6. Inter Rater Reliability Protocol Workshop “I Observations” with Kathy Menard will not occur due to poor interest at this time. Lisa Bernier will verify and inform group if and when an educational workshop will be held.

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7. NMEC (Northern Maine Educational Collaboration Consortium) Update:
 - a. NMEC Board Meeting Minutes of June 13, 2017
 - b. EDC (Education Development Center) HS Research
 - c. Proficiency Based Education tentative Action Steps from work of June 13, 2017 by Larry, Ralph & Lisa
 - i. Choose District Goal in IObservation Domain # 4, #6
 - ii. Decide what graduation standards are, then map out curriculum
 - iii. Provide training with instructional strategies for student centered projects.
 - d. Draft of NMEC Calendar
 - e. New Director: Chris Hallett
 - f. District will use #60 in domain #4 of Marzano’sTeacher Evaluation Model work develop and implement this year for our professional and school development.

8. Review of Draft 2016-2017 NMEC Calendar
 - a. Liza Pelletier attending Critical Thinking Culture on Sept 13th.
 - b. Chris Haskin attending Empower User Group on Sept 14th.

9. MSAD 33 Leadership Team Subcommittee Action Plan for 2016-2017 will be revised to eliminate staff that are gone from the district and add the the following individuals to the following committees:

<u>Committee</u>	<u>Added Member(s)</u>
Informing Stakeholders	Ralph Fantasia & Lisa Bernier (co-chairs) Kevin Lavoie Theresa Cerceo
Habits of Mind /Guiding Principles	Theresa Cerceo & Kathy Theriault (co-chairs)
Graduation Standards	Sharon Chasse Laura Cyr
Empower	Charles Michaud Kevin Lavoie
Educator Effectiveness	Ralph Fantasia (chairperson) Kevin Lavoie
Curriculum	Sharon Chasse

For the Assessment Group their task shall be to create an alignment of learning targets to established assessments.

10. Reviewed Timeline for transition to a Proficiency-Based System of Education for MSAD#33, no changes were made to existing timeline at this time.

11. PBE Essential Elements Evidence Template work.
 - a. Four teams were each assigned two of the eight topic areas to review and update the Leadership Team on advancements/progress within the following categories:
 - i. Administrative Leadership and Shared Leadership (Team 1)
 - ii. Moral Imperative (Team 1)
 - iii. PBE Mission, Vision, Guiding Beliefs and Plan (Team 2)
 - iv. Policy Infrastructure (Team 2)
 - v. Marketing, Branding and PR (Team 3)
 - vi. Culture (Team 3)
 - vii. PD - Professional Proficiencies (Team 4)
 - viii. Supportive Technology for Information and Management (Team 4)
 - b. Within the above-stated topic areas each group were asked to identify district wide changes, advancements and implementations within the following categories: (Prompts, Evidence, Resources Used and Implications for Our Work).
All responses were discussed and forwarded to Lisa Bernier for template revision/update.
12. Development of 2017-2018 Action Plan
 - a. Team reviewed PBE Action plan established last year and made necessary revisions pertinent to the 2017-2018 Scholastic Year. Lisa Bernier will provide group with updated version at future Leadership meeting.
13. 2017-2018 Leadership Team Facilitator. Lisa Bernier will continue to assume this role for the group throughout this upcoming year.
14. Other Business:
 - a. Efficiencies Grant Update:
 - i. Two introductory programs offered through this Efficiencies Grant for 8th graders at CTE are Career Explorations (JMG) with Susan Dubay and Health with Jenny Bechard. The 8th graders from the three school systems will be also exposed to their top three CTE program choices. The students will spend 4 weeks in each of their chosen CTE programs to better give them a feel for what they may want to pursue once eligible to attend CTE programming in High School.
 - ii. Alternative Education, an extension of TOPS Academy will be offered for 11th-12th graders of Madawaska and Wisdom as a means to provide an alternative pathway for success within the educational system. Peter Caron of FK's Adult Education will oversee this component and the Instructor will be Kelli McGlinn.
 - b. Tri-Districting Updates:
 - i. The Tri-District Curriculum Coordinator is Sharon Chasse of Fort Kent. She is working with all three school systems to have our curriculums within Empower software.

- ii. A great resource for SAD #33 during this Tri-Districting exploration is Jake Clockadile, a consultant for Governance in Schools as he is highly respected in his area of expertise and can offer great insight.
- iii. Goals of Tri-Districting
 - 1. K-8 remain in our own districts.
 - 2. Have 1 Superintendent for budgets
 - 3. Combine 9-12 from three districts under one roof. (proposed new construction.)

15. 2017-2018 Leadership Team Meeting dates were reviewed and it was recommended to stay with the last Monday of the month at 3:10- 4:30 p.m.

16. Seeing no other business, the meeting was adjourned at 11:30 a.m.

17. Next scheduled meeting will be on Monday, August 28th at 3:10p.m. at SJVTC