



THE SCHOOL DISTRICT OF LEE COUNTY

*Continuous Systemic Improvement (CSI) Advisory Committee
October 15, 2018*

*6:00 p.m. – 7:30 p.m. – Training Room D
Meeting Minutes*

Committee Members Present: Andrea Edmunds, Terri Fyock, Jason Grabowski, Dr. Guido Minaya, Brian Rasnick, Dr. Michele Stork, Jamie VanCleve

Absent: Anide Charles, Andrew Evans, Lydia Lowell-Sherman, Kindra Pinnacle, Mary Jo Potter, Matthew Steig, Amanda Voelkers

School Board Liaison: Ms. Pamela LaRiviere

Staff Members Present: Cindy McClung, Coordinator, Continuous Improvement

Recording Secretary: Julie Holcomb

Guests: n/a

Welcome

The meeting was called to order by Dr. Stork at 6:00 p.m.

Review /Approval of Meeting Agenda and September Minutes

Dr. Stork asked for a motion to approve the September 17, 2018 meeting minutes that were sent to all members through e-mail. Unanimous approval by committee members.

Dr. Stork asked for a motion to approve the October 15, 2018 meeting minutes that were sent to all members through e-mail. Unanimous approval by committee members.

Board Member Report

The committee members discussed some of the issues surrounding the upcoming sales tax vote and recent reports.

Public Comment

N/A

Meeting Starting Time

A motion was made and seconded to begin meetings at 5:30 p.m. beginning January 24, 2019.

During discussion it was decided to table the final vote to allow additional discussion to take place at the November 26th meeting to confirm all members can begin meetings at the new proposed time of 5:30 p.m.

A motion was made and seconded to table the vote until the November 26th meeting.

Introduction to Envision 2030

Cindy McClung provided an overview of the Envision 2030 District Strategic Plan.

Results of the Vision 2020 Goals were reviewed to update goal status, revise goals as appropriate for the Envision 2030 Plan, or removal of goals no longer applicable.

The committee members were given time to review the results of the Vision 2020 Goals.

Dr. Minaya requested a List of Lean Six Sigma Green Belt Projects that were approved. Cindy will provide that information.

Dr. Stork asked how the public is updated on the status of District goals. Cindy discussed that a “dashboard” is being created for future use, but at this time the information is updated by departments monthly, and quarterly the data is compiled for a report. This information can be requested for review. It was discussed that providing the data/results would assist with public understanding of what the District is working on and how the District is moving forward with improvement.

School Improvement Plans are available to the public. Cindy will review options for making the Department Improvement Plans available to the public as well.

The options for publicizing the data related to the sales tax initiative were discussed. Future opportunities for publicity regarding District issues were discussed including football games, open house, fall festivals, etc.

With the implementation of the new school websites, discussion took place regarding the posting of DAC Meeting minutes, etc. that are posted to the District websites, then back to the school websites. Cindy will talk with Lauren Stillwell regarding options for this type of repository in a central location to reduce the amount of searching parents/public are required to undertake to locate current information.

Additional discussion took place regarding standardization of format and content of school-based websites.

Topics for the November meeting:

- Review and refine items discussed this evening to clarify and streamline items and determine who can come speak to the group regarding the individual items.
- Committee Members will review Vision 2020/Envision 2030 handouts.

- Cindy noted that the CSI Committee will likely be asked to review the continuous improvement efforts outlined in the Strategic Plan document.
- Dr. Minaya made a motion, seconded by Dr. Stork, that the CSI Committee recommend to the Board that Board Member Liaisons remain on their respective Board Advisory Committee for two (2) years to ensure consistency of efforts and committee work. Motion was unanimously voted by committee members. Ms. LaRiviere will send the motion as a good of the order item for the upcoming Board meeting for discussion.

Adjournment

Meeting adjourned at 7:35 p.m.