



## THE SCHOOL DISTRICT OF LEE COUNTY

*Continuous Systemic Improvement (CSI) Advisory Committee*

*November 26, 2018*

*6:00 p.m. – 7:30 p.m. – Training Room A*

**Meeting Minutes**

**Committee Members Present:** Anide Charles, Andrea Edmunds, Andrew Evans, Terri Fyock, Jason Grabowski, Dr. Guido Minaya, Kindra Pinnacle, Mary Jo Potter, Sara Richmond, Matthew Steig, Dr. Michele Stork, Jamie VanCleve

**Absent:** Lydia Lowell-Sherman, Brian Rasnick, Amanda Voelkers

**School Board Liaison:** n/a

**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 October 15, 2018 meeting minutes that were sent to all members through e-mail. Unanimous approval by committee members.

### Board Member Report

Mrs. Morgan will be the Board Liaison for the 2018-2019 school year, and will be joining the group in January.

Mrs. Morgan asked Cindy to convey to the group that the CSI Committee was her first committee assignment when she was elected six years ago, and that she is happy to be back and excited that the committee will have Envision 2030 as a baseline document.

### Public Comment

N/A

### Meeting Starting Time

Dr. Stork opened the discussion about changing the meeting start time for the upcoming year.

At the last meeting it was recommended that the meeting time be changed to 5:30 p.m. to provide additional time for meeting topics and discussion if needed, and allow an extension of the meeting until 7:30 p.m., which is the current end time.

Mary Jo Potter made a motion to change the meeting start time to 5:30 p.m. and ending at 7:00 p.m., beginning January 14, 2019; Jason Grabowski seconded the motion; committee members unanimously voted to change the starting time of the meetings to 5:30 p.m., with an end time of 7:00 p.m., beginning January 14, 2019.

### **Topics for Future Meetings**

Committee members discussed the Envision 2030 document and developed a list of topics they would like to discuss and review throughout the year.

#### **Group 1**

- Increasing consistency of instruction and assessment across the District.
- Build a future-ready District workforce.

#### **Group 2**

- Continued focus on physical and emotional safety.
- Continue to build business and community partnerships.

#### **Group 3**

- Recruitment and retention rate for instructional employees.

Cindy worked with the committee members to rank the topics, and the final ranking agreed upon by the committee members is below:

1. Recruitment and retention rate for instructional employees and building a future-ready District workforce.
2. Continued focus on physical and emotional safety.
3. Increasing consistency of instruction and assessment across the District.
4. Continue to build business and community partnerships.

After reviewing the list of topics with Mrs. Morgan in December, Cindy will contact the appropriate District contacts for the topics to schedule a date for them to present to the committee.

### **Good of the Order**

**District Accreditation** - Cindy distributed a copy of the upcoming District Accreditation survey for review, and asked committee members to watch for the online survey for completion in the next month and to please complete the survey to provide the valuable data needed.

**Discussion of Topics** – The committee members agreed to discuss and make recommendations for the Board after each presentation, and not to hold the recommendation process to the final meeting of the school year.

**Adjournment**

Meeting adjourned at 7:28 p.m.