



District Improvement Team

September 20, 2007

5:45 p.m. – 8:00 p.m.

Administration Bldg. Board Room

In attendance: Joanne Collier, Virginia Elizondo, Linda Entrekin, Sara Estrada Zaragosa, Mary Foster, Cathey Jones, Holly McGinnis, Bonnie McSpadden, Mary Grace Landrum, Irene Pavlovsky, Carol Petrich, Jim Robin, Casey Rowe, Julie Turrentine, Patricia Weber, Kay White; Duncan Klussmann, Sharon Boutwell; *guests*, Patti Pace, Executive Director, Elementary Administration; Sofia Petrou, Executive Director, Secondary Administration; Jennifer Cobb, Director, Research

Agenda and Welcome

The Meeting began at 5:45 pm with opening remarks by Superintendent of Schools, Dr. Duncan Klussmann. Dr. Klussmann reviewed the agenda.

Agenda items to be considered at the next DIT meeting will include the election of a DIT chair and the roles and responsibilities of the DIT.

The DIT welcomed its newest member, Mary Foster, community representative from the Hispanic Advisory Committee and alternate Board Member liaison, Mary Grace Landrum. Members shared introductory information.

Student Code of Conduct

Patti Pace, Executive Director, Elementary Administration, and Sofia Petrou, Executive Director, Secondary Administration, reviewed with DIT members the part of the Student Handbook that contains information on the Student Code of Conduct. The district has both elementary and secondary Student Handbooks. These handbooks are available in English and Spanish. The Student Code of Conduct is the same for both levels and can be found after Section H (Handbook) in Section C (Code of Conduct). The Executive Directors pointed out the *Parent/Guardian Acknowledgement Form* in the front of the Handbook. The students and parent/guardian sign this page acknowledging that they have read the information and will comply with the guidelines, policies, and procedures contained in the handbook.

The Executive Directors shared how the Student Code of Conduct aligns with the Texas Education Code. The Code explains the five levels of behavior, the conduct, and

consequences. The Student Handbook/Code of Conduct can be found on line at <http://www.springbranchisd.com/admin/administration/admin-index.htm>

A representative group of various district stakeholders reviews The Code of Conduct several times before its yearly publication. This review also includes changes needed as a result of changes in state law. The Executive Directors shared that while this Code of Conduct is for the district, each campus has its own addendum for addressing campus needs. The Executive Directors continued with a review of various sections of the Code of Conduct. They shared that some level of offenses did allow for campus/district discretion for the consequence. Discretion can occur with respect to factors that surround the offense, such as being a first offense. From consideration of these factors, a consequence is applied. On the other hand, for some level of offenses, the wording includes “shall/will be.” Consequences for these offenses are determined by state mandate/state law.

The Executive Directors concluded with sharing the *Five-Year Educational Plan* will include a Discipline Management Task Force. They invited any DIT member interested to let Sharon Boutwell, DIT Facilitator, know. The *Five-Year Plan* also includes a focus on social-emotional learning (SEL) which includes the 40 Developmental Assets. These assets can be found at <http://sdfsc.springbranchisd.com/assets.htm>

Five-Year Educational Plan: District Survey Results

Jennifer Cobb, Director of Research, reviewed the *Summary of Results: District Five-Year Educational Plan Survey 2006 – 07* with DIT members. The survey was conducted with students, parents, and school-based staff members to assess their current beliefs relative to meeting some of the components of the *Five-Year Plan*. The survey included such areas as high expectations, communication, and safety. Phone surveys in both English and Spanish were conducted for randomly selected parents. This yielded a higher participant rate of those randomly selected than the mail-out surveys used in the past and was more cost effective. A parent online-survey was also posted on the District’s web page for a two-week period following the phone surveys. All faculty and staff of each campus were asked to participate in an on-line survey. Student participants selected took surveys in class. All surveys were similar in nature in order to provide comparison data.

Survey results showed that parents at both elementary and secondary levels had high positive reporting in most subscale areas: high expectations (91.3%), behavior (88.1%), feeling welcome (87.9%) and facilities (84.4%). Staff reporting indicated high positive results for climate (86.3% overall) at both elementary (87.1%) and secondary (86.5%) levels. Elementary students showed ratings of high expectations (91.5%) and climate (86.3%). Secondary student indicated high ratings for future plans (89.6%).

Areas for improvement indicated by secondary students were academic honesty (34.9%), safety (39.7%), and behavior (42.4%). Staff at secondary level reported safety (61.4%). Elementary students indicated behavior (60.3%) and academic honesty (60.8%). Jennifer reported that from year-to-year some items will change. This will occur because different wording will be required as Action Plans are implemented over the course of the *Five-Year Educational Plan*.

A question was raised on how to combine the survey needs of campuses and the district in order to have one survey that would service the needs of both. This would eliminate the need for duplicating efforts as currently campuses need information for planning not asked for on the district survey. Another question focused on the timing of the survey. While the school calendar year may start in August, the Action Plans indicate survey timing and all items on the Action Plan do not start new in August. Comments indicated the instrument was well constructed with categories and connections to the *Five-Year Plan*. The complete report can be found at <http://www.springbranchisd.com/districtinfo/0506FinalSummary.pdf>

Task Force Groups

Sharon Boutwell asked DIT members to review the current Task Forces for the various district divisions and see which were open to the DIT group they represent. DIT members identified their Task Force/s of interest and rank-ordered their preference if they indicated more than one Task Force.

Sharon announced that DIT members were invited to participant in the district's first Parent University on Saturday, October 13, 2007. Information about Parent University can be found at <http://www.springbranchisd.com/partners/parentu/parentu.htm>

Sharon will send an email to any DIT member unable to attend with the above information.

Focus Group

Jennifer Cobb, Director of Research, led most of the remainder of the DIT meeting. The focus group topic was on Academies and Pathways. Jennifer asked the DIT members a similar series of questions she had used when asking other focus groups on this topic: teachers, students, administrators, and parents. DIT members provided comment on Advanced Placement (AP) courses, on Pre-Advanced Placement courses and grade level classes. The Pre-AP course prepares students for the rigor of the AP program. AP courses are those offered to students that meet the College Board standards. Almost all DIT members agreed that there exists a discrepancy/a gap in the amount of rigor among the Pre-AP, AP, and grade level classes. The gap in classrooms varies between too much rigor and none at all. Jennifer will take this information back to the Program of Studies Task Force.

Bond Election

The DIT meeting concluded with Dr. Klussmann sharing the facts brochure for the upcoming November School Bond Election. He also explained the law governing school district action with respect to bond elections. Information about the Bond Advisory Committee and the process can be found at

<http://www.springbranchisd.com/admin/operations/bond/bond.htm>. Information about the bond can be found at <http://www.springbranchisd.com/bond/bond.htm>

Before adjourning, Dr. Klussmann, thanked the DIT for staying beyond its normal ending time and announced there would be changes in the DIT meeting schedule. Sharon will email those changes.