



District Improvement Team (DIT) Meeting January 10, 2008

In attendance: Anne Dailey, Virginia Elizondo, Mary Foster, Cathey Jones, Susan Kellner, Holly McGinnis, Bonnie McSpadden, Carol Petrich, Diane Swan, Donna Villegas, Kay Kennard (White), Duncan Klussmann, Carlton Sands, and guests, Julie Hodson, Roy Brown, Margie Duffey, Sofia Petrou, Marianne Cribbin, Cheri Brajenovich, Patty Simpson, Dave Hammonds, Ann Fisher, Chuck Brawner, Paige Hershey and Diane Jackson.

Dr. Duncan Klussmann, Superintendent of Schools, welcomed everyone.

Virginia Elizondo, DIT Chair, welcomed the guests and reviewed the agenda.

Senior Staff Reports

Virginia Elizondo introduced Margie Duffey, Assistant Superintendent for Administration and Personnel.

Margie Duffey introduced her staff.

Administration: Sofia Petrou, Executive Director (Secondary)

Patti Pace, Executive Director (Elementary) – not in attendance

They work with the principals on non-curriculum issues such as discipline and are always available to help campuses.

Human Resources: Marianne Cribbin, Executive Director

Cheri Brajenovich, Director, Elementary Recruiting & Staff Placement

Patty Simpson, Director, Secondary Recruiting & Staff Placement

Dave Hammonds, Director, Employee Services

Ann Fisher, Coordinator, Safety & Risk Management and Workers' Comp

Police Department: Chief Chuck Brawner

The SBISD Police Department has 31 officers and 3 canine units. They are in operation 24/7. All of the police officers are licensed peace officers.

The SBISD Police Department recently moved to the new facilities on Ruland. The facility has a voice-over IP system to accommodate 10,000 phones and back-up lines for when the power goes out. It also has a crisis/command center with a generator, which can be sustained during a crisis for 72 hours. In addition, there are closed circuit televisions, which monitor campus hallways.

Policy Administration / Governmental Relations: Diane Jackson

Diane helps the Board of Trustees and the staff, develop policies and regulations. She is also the SBISD governmental liaison, meeting with all governmental officials

Athletics: L.P. Jones, Executive Director

Paige Hershey, Director

The Athletics Department oversees all of the sports throughout the district, as well as the athletic facilities.

Teacher Appraisal System

Margie introduced Cheri Brajenovich who presented the update on the teacher appraisal system.

The Teacher Appraisal System committee consisted of elementary and secondary teachers, principals and administrators. The teacher appraisal is part of The Five-Year Educational Plan. Some of the aspects of the committee included: reviewing current system, presentation of overview, reviewing other district's system (most use the PDAS), and reviewing state mandates.

The committee recommended using the PDAS. They will make certain the information is fair, implementation is consistent. They are looking at the following:

- * how to award excellence
- * the best practices
- * how it supports new teachers as well as master teachers
- * cost
- * how it helps to achieve SBISD being employer of choice

The goal is for implementation in 2010.

A question was asked – Will the new appraisal system affect the way teachers are observed?

Yes, there is a minimum of a 45 minute observation.

Administrative Appraisal System

Margie introduced Sofia Petrou who presented the update on the administrator appraisal system.

The Administrative Appraisal System committee consisted campus and non-campus administrators from across the district. The new appraisal system is one of the objectives of The Five-Year Educational Plan. The committee reviewed the state administrator proficiencies/domains. SBISD members defined characteristics for each domain to set and define excellence in SBISD. The appraisal system includes a rating system and an intervention component.

The draft Administrative Appraisal document is being tested by members of the committee in an informal manner prior to the next step.

Sofia will share an update on the Administrative Appraisal system with the DIT in the near future.

Implementation for the Administrative Appraisal document is planned for 2009.

Both appraisal systems will be presented to the Board later this year.

DIT Updates

Duncan Klussmann shared that Sharon Boutwell has been named an Assistant Superintendent in Katy ISD and recognized the 33 years she worked in SBISD and the seven years she served as DIT facilitator. He also introduced Carlton Sands, who will be the interim DIT contact.

Joint Public Hearing

State law requires the DIT and also the Board of Trustees of each school district to hold a public hearing on the AEIS report. The SBISD Board of Trustees and the DIT will hold a Joint Public Hearing on the AEIS report on January 21, 2008 during the Board Meeting. Keith Haffey will present the AEIS report during this meeting.

CIT/DIT Election/Selection by Lottery

The Campus Improvement Teams (CITs) and DIT will hold elections for certified teaching/certified, non-teaching positions in February 11-22, 2008. The CITs will select parents, community and business representatives by lottery during the week of February 25th. The CIT winners will be announced the week of March 3rd.

The DIT will select parents by lottery on March 4, 2008. The DIT winners will announced the week of March 10th.

Election / selection by lottery information will be posted on the SBISD DIT website <http://www.springbranchisd.com/admin/acad/strategic-plan/dit.htm> and CIT website <http://www.springbranchisd.com/admin/acad/strategic-plan/cit.htm>. A FLASH with DIT and CIT upcoming election/selection information will be put on the web.

Task Force Reports

Various DIT members reported on their work with the Task Forces of which they are a member.

Lesson Plans: Cathey Jones reported that the committee finished their work. The consensus is that the lessons plans needed to be a simple form to include all requirements. The template will be the same for elementary, middle and high school. More information is allowed on the form. Suggestion from DIT: Send samples for administrators to share during the training.

Elementary Program of Studies: Bonnie McSpadden shared the Elementary Program of Studies is almost finished and will be posted on-line.

Texas Educator Excellence Grant (TEEG), Cycle 2/Cycle 3

Julie Hodson, Director of Grants, introduced Roy Brown, Grant Specialist and gave an update on TEEG. This grant is state-directed. The state selects the campuses that eligible to participate in this grant, prescribes the criteria, and approves the baseline targets, which are written using student performance data. Some campuses qualify for multiple year participation; some do not. Based on the current criteria, some campuses qualified, but voted not to participate.

During grant award negotiation, TEA required a change of the data sources used to measure student achievement. TEA’s focus is on continual improvement by targeting weaknesses and setting financial incentives for improvement. The major changes to the performance levels are:

The major changes are:

Grade/Staff	Old	New
K-2	Portfolio rubric	DRA
3	Portfolio rubric	TAKS pass rates
4-5	Texas Growth Index (TGI) adjusted scale scores	TAKS pass rates
Non-teaching staff	TGI adjusted scale scores Implementation of Development Assets still part of plan	Campus rating Implementation of Development Assets still part of plan

The campus ratings are not used as part of the incentives for teaching staff but are used for non-teaching staff.

Julie Hodson and Roy Brown will proof the draft of Pine Shadows TEEG performance levels and send to TEA for a response. If TEA approves the draft, the TEEG performance levels will be shared with Pine Shadows staff. The staff will vote on whether or not to accept the revised performance levels. If the staff has concerns and wants revisions, the document will go back to TEA.

State law requires the DIT and Board to vote and approve the TEEG. Any questions, email Julie Hodson at julie.hodson@springbranchisd.com.

Teachers can earn up to \$1,000 from the TEEG for student achievement. This amount was increased for consistency among multiple campuses. Award amounts are different at each campus because of the additional opportunity to earn an award for teacher collaboration. Not all campuses received the same grant award amount, but the law stipulates that 75% of the award must go to teachers. That is why the amount of the awards for teacher collaboration vary.

All plans will be posted on the web.

TEEG – Cycle 3

Julie and Roy will start preparing TEEG 3 as soon as Cycle2 performance levels are approved by TEA.

District Awards for Teacher Excellence (D.A.T.E)

DATE is a district-wide plan that gives an opportunity for all to be a part of the incentive pay. The Board of Trustees will decide on selecting targeted schools or using funds district-wide, during the Workshop on January 14, 2008. The grant award will increase. SBISD increased by \$30,000 to approximately \$1.5M.

School Calendar Update

Linda Buchman gave an update on the school calendar for 2008-09. The first calendar survey had a strong feedback, but none of the calendars met the needs of everyone. Two additional drafts of calendars were prepared and a second survey with three draft calendars was submitted. About 2000 people responded. The calendar committee is recommending calendar #2 with two revisions – adding a holiday in October and removing the Monday after Easter as a holiday.

Duncan will look at the two alternate calendars and share with the Board the week of January 14th.

DIT members expressed appreciation for all the hard work the committee has done.

Meeting date:

~~February 7, 2008~~ – Meeting Cancelled

Next meeting:

March 6, 2008