



**District Leadership Team (DLT) Agenda / Minutes
Ohio Improvement Process
Ohio's 5-Step Process**



DLT Meeting Dates:

September 11, 2017; October 30, 2017; November 27, 2017; December 18, 2017;
January 8, 2018; February 12, 2018; March 12, 2018; **April 23, 2018**; May 21, 2018

Team Members Present: DLT Membership							
X	Rob Kearns -Harding Principal		Michelle Payich - Williamson Principal		Connie Coburn - DC Early Childhood		Krish Mohip - CEO
	Ashley Carano (Buckner) - Harding Teacher	X	Dena Esmail-Williamson Teacher		Melissa Puhalla - Pre- School		Ty Olverson - CAO
	Leesa Boyer - Harding Teacher		Kelly Weeks - Volney Principal		Kenya Sadler - DC Transformation		Joe Meranto - Superintendent
	Teri Coward - Harding AP		Allison English - Volney Teacher	X	Jeanne Constantino - East Teacher		Lori Kopp - Chief of Student S.
X	Cathy Dorbish - McGuffey Principal	X	Monica Jones - YEC Principal	X	Christine Sawicki - C of Teach/Learn		Linda Yosay - DC of Stud. S.
	David Berman - McGuffey AP	X	Zelda Hughes Howard - YEC Teacher		Michele McCaughtry - DC Trans.		Linda Hoey - DC of Parent Eng.
	Katherine Buonavolonta - McGuffey Teacher		Madonna Barwick - Chaney Teacher		Shahenna Khan - C of Elem DC Trans		Cheryl McArthur - Chief of HR
X	Juanita Rogers - Kirkmere Principal	X	Bob Klinar - Chaney Principal	X	Matthew Heath - SSTR5		Tryvan Leech -DC of Ops & Sp Proj
	Cindy Johnson - Kirkmere Teacher		Eboni Williams - Chaney 9th Principal		Michelle Moore - SSTR5		Denise Danko-DC of Operations
	Bill Baun - Bunn Principal	X	Sonya Gordon - East Principal		John LaPlante - C of Information		Jennifer Damico-DC of Operations
	Patty Lyden - Bunn AP		Roshay Huff - East 9th Principal		Tim Filipovich - C of Acc. and Aes.		Anthony DeNiro - DC of Operations
	Kayla Klacik - Bunn Teacher		Jennifer Walker - Wilson Principal		Tim Freeman - DC of Culture		ODE - Tarik Whiteg
X	Christopher Haynes - Taft Principal		Diane Herdman - Wilson Teacher	X	Amanda McGinnis- DC Instruction		Denise Dick - Communications
	Jennifer Felt-Taft Teacher		Mike Saville - Choffin Principal		Greg Kibler - DC of Data		Jaclyn Kruljac - DC Instruction
X	Deborah Difrancesco - REC Principal		Anina Karlovic - Choffin Principal		Megan Hosseininejad - Bunn Teacher	X	Patricia Dreher SSTR5
	Stacey Snyder - REC Teacher		Maurice Taylor - Choffin Principal		Debra Campbell East AP		Bethany Flores - EL Director
	Tod Morris - REC Co-Principal		Artemus Scissum - MLK Principal				
X	Rick Gurski- Taft		Ashlee Cain-MLK Teacher				

April 23, 2018

5:00 pm - Welcome - DLT Opening Procedures

Welcome	
<ul style="list-style-type: none"> ● Welcome – Introductions ● Role Assignments / Meeting Evaluation Discussion ● Ground Rules ● Agenda Review ● Meeting Content 	<p>Please review membership above and verify DLT members from your school.</p>

YCS DLT Meeting Roles		
Facilitators: Amanda McGinnis / Tim Filipovich	Date/Time of Meeting: April 23, 2018 Location: East High School Library	Taskmaster: Rob Kearns
Timekeeper: Debbie D	Note Keeper: Leesa Boyer	Process Observer: Diane

YCS DLT Meeting Norms	
<ul style="list-style-type: none"> ● One Voice ● Manage Technology ● Be Engaged ● Agree to Disagree 	<ul style="list-style-type: none"> ● Use Tools (Parking Lot) ● Be Prepared ● Be on Time; Stay on Time; End on Time ● Challenge the idea not the person

Roles and Responsibilities of DLT Members
<p>Maintain district-wide and community school-wide focus on high achievement for all students, including all subgroups.</p> <ul style="list-style-type: none"> ● Develop a single district or community school improvement plan that focuses on a few district or community school goals for instruction and achievement. ● Convey to schools and the community the district's or community school's mission for guiding the development of the focused plan. ● Ensure that schools have focused building plans that are aligned to the district's or community school's goals. ● Monitor the progress of the district or community school plan, performance, and indicators and make necessary adjustments that are based on data. ● Communicate to ensure coherence and continuity. ● Provide opportunities for meaningful input and feedback from internal and external stakeholders. ● Make decisions on financial and capital management aligned to district or community school goals and strategies. ● Evaluate the plan and process.

April 23, 2018

YCSD DLT Agenda Review

Monday, April 23, 2018 - 5:00 - 7:00 PM

➤DLT Minutes

5:00-5:45 Agenda Review - Amanda and Tim

- Questions or Additions
- [Review last month's evaluation](#)
- Meeting Evaluation Reminder
 - **Please Complete Before You Leave**

- 5 Week Review
 - What's on fire? What will your strategies be to help put out the fire?
 - Break out into 5 Groups
 - Group 1 Elementary (Volney-REC)
 - Group 2 Elementary (Kirkmere-Williamson-MLK)
 - Group 3 Elementary (Bunn-Wilson-Taft)
 - Group 4 Elementary (McGuffey-Harding)
 - YCSD High Schools Perspective (Chaney-Choffin-East-YEC)
 - Debrief on the 5 Week Review Questions

5:45-6:30-BLT Reflection

- What is working?
- How do you know it is working? What is your evidence? '
 - Break out into 5 Groups
 - Group 1 (Kirkmere-Bunn-Choffin)
 - Group 2 (Harding-Williamson-Wilson)
 - Group 3 (REC-Taft-Chaney)

Last week we talked about discipline, and found out more about referrals. Teachers don't have access to see it, but Dean's do. It will change to where a copy will be put into the writing teacher's box stating what the discipline and consequences are. It is happening in some schools, but not consistently. Amanda and team will follow up to make sure it is getting done properly.

Last month's eval - we all took it. Many things were marked as Always and Mostly. We don't really have many Sometimes or Never's. Participation was a Sometimes. Better plan for DRF's was talked about a lot at BLT's per schools and plans were created. Feedback was positive about data, and BLT and 5 week review. Communication is a big deal and we are addressing it.

Meeting evaluation review will be gone over to clear up any misconceptions and detail new ideas.

What's on fire? What are you doing to help you put it out? The main foci were **tardies, attendance, and grades**. There were many strategies that were mentioned to try to combat this - puzzle pieces for pizza, Y-Bucks, raffle tickets for on-time arrival, spelling contests for 1st grade to spell out "perfect attendance." Grades are another struggle for D's and F's. Reteach Friday - based on exit slips and addressing the standards that the kids missed that week. They will graph their own progress. BUGS is another strategy that is implemented with sports students. Tardies are starting to add up and the list is increasing regardless of the strategies. We have also seen a spike in suspensions due to progressive discipline with more data. Root causes of behaviors will allow interventions and solutions will really be able to identify the trigger. Graduation pathways - which option/pathway would be the best for them. Attendance will be a struggle for the rest of the year due to it being close to the end. **We can look into sending our Deans or different personnel to a Restorative Justice training. This is a week long thing in**

April 23, 2018

- Group 4 (McGuffey-YEC-Volney)
- Group 5 (East-MLK)

6:30-6:45 Whole Group Debrief

6:45- 6:50 Communications through DLT to BLT to TBT

6:50-6:55 District Reminders - Meeting Closure

6:55-7:00 Meeting Evaluation

<https://www.surveymonkey.com/r/Q22F622>

June, and would be a really good thing to get multiple people from each school to go.

BLT: Kirkmere, Bunn, Choffin, Harding, Williamson, Wilson, REC, Chaney, McGuffey, Taft, Harding, YEC, Volney

What is working during BLT? How do you know? What is your evidence?

East- BLT run by teachers and they rotate the job. They see the agenda, they can add and subtract what they think is pertinent. It was a gradual release.

Chaney - ICLE - international center for leadership and education. Do the We surveys. That data is shared at BLT and it is analyzed, reviewed, and see what is working and not. What we talk about in BLT is talked about in TBT's and back to us.

Harding, Wilson, MLK just started with the ICLE as well.

McGuffey - Revamping of agendas - looking at global data - really felt that a lot of ideas and interventions are coming from the BLT and are much more proactive. They are taking that information and taking it back to the BLT's. Being superheros is the theme of the school and is translated through their interventions, and the way that the school is run.

Kirkmere - Agendas are emailed this year and more prepared as to what we are going to do. We are on task and talking a lot more. A talking wheel was started to facilitate more talking. We will break up into groups as well. Exit slips are our evidence and what we will take back to the TBT's. We have a google classroom is shared out. Whatever it is, it is in the learning cycle and shared out to the staff. It is all related to GRR in same way. Being able have the videos and the conversations that ensue after are a great way of learning and a peer eval to see what was taken away from the video is really great as well as it being on their own time.

Harding has changed the BLT meeting completely. The teachers present

April 23, 2018

	<p>posters that outline what has been happening in the classroom.</p> <p>Wilson - Broken down into specific committees and when others have questions, we can delve into the data collected by the committees and can discuss what is going on. We take this to the teacher meetings in TBT's. We discuss any questions we have then, and bring them to the BLT the next week. A lot has been shared out on Class Dojo as well. From the DLT to BLT to TBT, we are prepping for AIR or whatever takes precedence we can't always talk about all this information at our TBT what happens at the BLT's due to our busy schedules and small span of time.</p> <p>Timing of BLT's and TBT's can be a struggle depending upon when they are held. EAch school does it at a different time. Trying to accommodate the TBT on late start dates. The TBT and BLT could be held after school, but so many different programs are going on after school that it is not wholly possible. Staying until after AFTer school is done may be an option as well.</p> <p>YEC - We discuss a lot of building wide challenges - schedules, BLT, each department shares out and what strategies they are doing. Peer visits and the peer eval that goes along with that.</p> <p>What are we sharing with their BLT's - strategies - puzzle attendance, Flashback Fridays, etc. What are people doing in regards to getting kids and teachers prepared for NWEA? Once AIR testing is over and we can breathe, we need to prepare for prepping the kids for NWEA. Reflection Fridays - look at their progress so far, and figure out what the 'holes' are and fill them.</p> <p>Last day of After School May 3rd!!!!!!!!!!!!!! So exciting!!!!!!!!!!!!!!</p> <p>Next DLT May 21, 2018. Postings for summer school will be posted this week. 3rd grade guarantee will be a week long - then the kids will come back after the 4th of July.</p>
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April 23, 2018

DLT and BLT Theory of Action

Gradual Release of Responsibility:

If we...	Then we...	Targets and Measures.....
Utilize the Gradual Release of Responsibility as the Instructional Framework, which includes diagnosing the instructional gaps in our	we will yield higher results in students' growth and achievement in Reading and Math	<ul style="list-style-type: none">● 80% of K-2nd grade students will be on grade level as measured by DIBELS and 65% will be on Grade Level as measured by TRC● 80% of 3rd-12th grade students will meet their NWEA Growth Targets

April 23, 2018

students' educational profiles and providing appropriate scaffolded interventions and supports		<ul style="list-style-type: none"> The District will receive a B on the State Report Card in Value-Added and a C in Achievement
Ohio's Learning Standards:		
If we...	Then we...	Targets and Measures.....DLT
create daily learning experiences that are aligned to the rigor of the Ohio Learning Standards and provide formative/summative assessments that match the rigor of Ohio's State Tests (AIR Assessments)	we will grow our students one full academic year or more.	The District will receive a B or higher on the State Report Card in Value-Added
Culture and Climate:		
If we...	Then we...	Targets and Measures.....
train our staff to embrace Social Emotional Competencies and utilize Restorative Practices	we will see a reduction of misbehaviors and out-of-school suspensions	<ul style="list-style-type: none"> The District will reduce the number of suspensions by 50% The District will see an increase in student attendance rate

Communicate: DLT – BLT Communication: Theory of Action	
How will two-way communication be accomplished? What will be reported from the DLT to the BLT?	
<ul style="list-style-type: none"> ➤ Communicate through BLT to TBT: ➤ Communicate Recommended Theory of Action Strategy: ➤ Communicate and Share: 	

April 23, 2018

Meeting Closure: Process Observation and Evaluation

Report from Process Observer

Survey Monkey will be sent out to evaluate meeting and be discussed at beginning of next DLT Meeting

➤ District Reminders

- TGRG -RIMPs need monitored monthly
- 2018-2019 State Assessment Calendar
- Assessment Reminders - NWEA May 14th
- Last Day of After School Thursday, May 3rd
- Next DLT May 21st
- Summer School Dates and locations
 - 3rd Grade TGRG Intervention- June 11th - June 29th
 - July 9-13th
 - location: Volney and Taft
 - 8:30- 12:30 break and lunch included

 - K-8 Summer School Enrichment Program and Success by Six (Pre-K Students)
 - July 9th- August 3rd
 - 8:30-3:00pm Location: Kirkmere, Bunn and Harding
 -

➤ Process Observer Report Out:

➤ Evaluation Completion Time:

<https://www.surveymonkey.com/r/PHJWMWY>

April 23, 2018