



'Honoring the Past, Embracing the Future'

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



'Honoring the Past, Embracing the Future'

DLT Meeting Dates:

September 11, 2017; October 23, 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		Deborah Difrancesco - REC	x	Jennifer Walker - Wilson		Krish Mohip
x	Ashley Caranoa (Buckner) - Harding Teacher	x	Stacey Snyder - REC Teacher		Diane Herdman - Wilson Teacher	x	Joe Meranto
x	Artemus Scissum - MLK	x	Tod Morris - REC	x	Mike Saville - Choffin	x	Ty Olverson
	MLK Teacher: Ashlee Cain	x	Michelle Payich - Williamson		Anina Karlovic - Choffin	x	Lori Kopp
x	Cathy Dorbish - McGuffey		Williamson Teacher		Maurice Taylor - Choffin	x	Linda Yosay
x	David Berman - McGuffey	x	Kelly Weeks - Volney	x	Stephane Rider	x	Linda Hoey
x	Katherine Buonovolanta - McGuffey Teacher	x	Allison English - Volney Teacher	x	Connie Coburn		Cheryl McArthur
x	Juanita Rogers - Kirkmere	x	Monica Jones - YEC		Melissa Puhalla	x	John LaPlante
x	Cindy Johnson - Kirkmere Teacher	x	Zelda Hughes Howard - YEC Teacher	x	Kenya Sadler	x	Tim Filipovich
x	Bill Baun - Bunn	x	Mike Sernulka - Kirkmere			x	Tim Freeman
x	Patty Lyden - Bunn	x	Bob Klinar - Chaney	x	Christine Sawicki	x	Amanda McGinnis
x	Kayla Klacik - Bunn	x	Eboni Williams - Chaney 9th	x	Michele McCaughtry	x	Greg Kibler
x	Christopher Haynes - Taft	x	Sonya Gordon - East	x	Shahenna Kahn		Anthony DeNiro
	Taft Teacher	x	Roshay Huff - East 9th	x	Matthew Heath - SSTr5		ODE -
x	Ray Conser - Taft	x	Debra Campbell - East	x	Michelle DiMuzio - SSTr5		Denise Dick

September 11, 2017

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

YCSD DLT Meeting Roles		
Facilitators: Amanda McGinnis / Tim Filipovich	Date/Time of Meeting: September 11, 2017 5:00 -7:00 pm	Taskmaster: Sonya Gordon
Timekeeper: John LaPlante	Note Keeper: Greg Kibler	Process Observer: Tod Morris

YCSD 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.

YCSD DLT Agenda Review

Monday, September 11, 2017 - 5:00 - 7:00 PM	DLT Minutes
<p>5:10 Agenda Review</p> <ul style="list-style-type: none"> ➤ Questions or Additions <p>5:15 Strategic Plan - Critical Focus - OIP Requirements</p> <ul style="list-style-type: none"> ➤ District Theory of Action ➤ Impact on Building Work ➤ BLT Expectations, Forms, Members, and Guidance Documents ➤ TBT Expectations, Forms and Guidance Documents ➤ The Impact of Data Discussions and 5 Week Reviews <p>6:10 District Report Card Data Review and Discussion</p> <ul style="list-style-type: none"> ➤ Achievement ➤ Graduation Rate ➤ Progress ➤ Gap Closing ➤ Third Grade Reading Guarantee ➤ K-3 Literacy ➤ Prepared for Success 	<ul style="list-style-type: none"> ● Should spend time reviewing strategic plan with building/teams <ul style="list-style-type: none"> ○ It is important for all to know the plan and the goals ○ All actions should support our Strategic Plan ● Theory of Action: ● BLT: Go over Theory of Action ● TBT: Use new form ● Utilize Google folder and documents to make adjustments to BLT or TBT times <ul style="list-style-type: none"> ○ It is critical to keep all TBT/BLT forms/Minutes updated in the District folder. ○ Every year we are audited and this should be kept up to date regularly ○ ● Theory of Action aligns to Strategic Plan ● 5 week review is a check on the strategic plan <ul style="list-style-type: none"> ○ Utilize building personnel to gather data and reflect on it at TBT/BLT as a part of the process <p>District Report Card Data Review</p> <ul style="list-style-type: none"> ● Graduation Rate - HS Emphasis <ul style="list-style-type: none"> ○ What are you doing with your cohorts? ● Prepared for Success <ul style="list-style-type: none"> ○ Meeting the preparation requirements (SAT/ACT score, honors diploma, Industry Credential) ● TGRG <ul style="list-style-type: none"> ○ What are you doing for Grade 3? ○ how are you using intervention period? ● Gap Closing <ul style="list-style-type: none"> ○ AMO

- 6:25 Week One Reflections
- Celebrations
 - Challenges
 - Theory of Action

Achievement and Progress Data -

- **Positives in Achievements**
 - 3rd Grade Math - increase from last year
 - K-3 Lit grade will be a B
- **Challenges in Achievement**
 - After 6th grade the scores drop significantly
 - 64 3rd grade students who did not meet TGRG
- **Positives in Progress**
 - Gifted group is growing
 - Showing growth in Geometry
- **Challenges in Progress**
 - moving from a D to B to meet district goals and Theory of Action
 -

Week One Reflections:

- **Celebrations**
 - Smooth opening
 - Increased enrollment
 - Physical appearance of buildings
 - Teachers prep was noticed
 - Kids positive
 - Pride
 - Community Engagement
 - Organized leaders
- **Challenges**
 - Transportation
 - Drop off, pick up, routes, walkie's, seating, prompt replies
 - Bus Drivers customer service/Restorative practices
 - New Time schedule
 - Sub Staffing
 - 7th/8th transition to elementary
 - Covering lunch
 - 7th/8th not eating lunches
 - Projected numbers vs actual numbers
 - Backpacks
 - wifi access

<p>6:45 Updates, Wrap Up, Theory of Action Items</p> <ul style="list-style-type: none"> ➤ District Updates - Textbook Inventory/Assessment Calendar/After School ➤ October BLT- TBT Communication ➤ Building Data Expectations for October DLT Meeting <p>6:55 Meeting Closure - Evaluation Reminder</p>	<ul style="list-style-type: none"> ○ vacancies ● Theory of Action <ul style="list-style-type: none"> ○ GRR training - not all trained ○ Ensure we are teaching standards at a high level <p>Updates</p> <ul style="list-style-type: none"> ● K-3 screening - dibels- try to stay close to the time frame ● Math Material - is not at the warehouse. All supplies were sent to building directly - fill out google form to determine where extra and deficiencies are ● Same with Textbooks ● BookBags - 15 left for Chaney - have placed a second order but will have to wait until it gets filled ● Headphones for Rosetta Stone are in - delivered to East side ● Afterschool - Send papers to Loretta 216 <ul style="list-style-type: none"> ○ Share united way and boys and girls club forms as well <p>BLT communication</p> <ul style="list-style-type: none"> ● expose them to the documents: TBT/BLT/TOA ● Building data discussion <p>Fill out Evaluation that will be sent out to better inform this group</p>
---	---

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 students' educational profiles and providing appropriate scaffolded interventions and supports	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 ● 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.....
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?

- Communicate through BLT to TBT:
- Communicate Recommended Theory of Action Strategy:
- Communicate and Share:

>

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

- Process Observer Report Out:
- Evaluation Reminder: