



# District Education Improvement Committee

## MINUTES

SEPTEMBER 13,  
2022

MEETING CALLED TO  
ORDER AT 4:30 P.M.

CHALLENGER COLUMBIA STADIUM, COMMUNITY  
ROOMS

<b>FACILITATOR</b>	Dr. Robert Bayard
<b>MEMBERS PRESENT</b>	Alex Aalund, Alyssa Adame, Staci Allen, Dana Backe, Helen Baker, Lynnea Barnes, Corrin Bettis, Brandon Billings, Kelly Boultinghouse, Maribel Chacon, Charidy Chancey, Holly Chester, Cynthia Cooley, Jennifer Coronado, Heather Danek, Danielle Davis, Janay Duncan, William Durant, Julie Edwards, Angelica Fontana, Natalie Freund, Kaye Windel Garza, Kara Greiner, Ann Hammond, Jennifer Harrell, Cal Hitchman, Chelsi Honeycutt, Nancy Hough, Molly Kistler, Michele Klages, Jennifer Ladner , Kimberly Little, Melinda Mintz, Jill Moody, Linda Myers, Kate Newmyer, Angela Nickell, Stephanie O'Dowd, Amanda Pankratz, Lorena Pena, Sabrina Ricaldi, David Rigoulot, Nancy Segura, Nikki Transou, Tricia Troutt, Holly Troyer, Katrina Zannier
<b>ADMINISTRATORS PRESENT</b>	Dr. Karen Engle, Interim Superintendent of Schools; Dr. Robert Bayard, Deputy Superintendent of Curriculum and Instruction; Dustin Hardin, Chief Technology Officer; Franklin Moses, Assistant Superintendent for Secondary; Ms. Holly Hughes, Assistant Superintendent for Elementary; Dr. Susan Silva; Assistant Superintendent of Teaching & Learning; Angela Hinkelman, Director of Professional Learning; Dr. Casey O'Pry, Assistant Superintendent of Human Resources; Leila Sarmecanic, General Counsel

## Agenda topics

DISCUSSION
<p><b>1. Welcome and District Update</b> Dr. Robert Bayard, Deputy Superintendent of Curriculum &amp; Instruction, called the meeting to order at 4:30 p.m. and welcomed the committee members to the meeting.</p> <p>Dr. Karen Engle, Interim Superintendent of Schools was introduced and provided a brief update on the following items:</p> <ul style="list-style-type: none"> <li>• Instructional Planning (IP) Days – new on calendar this year</li> <li>• Attendance Awareness Month - September</li> <li>• People, Purpose, Promise – District Focus</li> <li>• Listening Sessions at every district facility</li> <li>• Clear Lake High School 50<sup>th</sup> Anniversary</li> </ul>
<p><b>2. Meeting Norms and Outcomes</b> Dr. Robert Bayard, shared DEIC meeting norms and the following outcomes with the committee:</p> <ul style="list-style-type: none"> <li>• Understand the district and campus procedures for strategic planning</li> <li>• Examine the CCISD Strategic Plan Annual Implementation Plan for 2022-2023</li> <li>• Consider revision to District of Innovation Plan to align with district policy – Less than annual full appraisal</li> <li>• Choose a DEIC sub-committee</li> <li>• Submit nominations for DEIC chairperson</li> </ul>
<p><b>3. Orientation to the District and Campus Procedures for Strategic Planning</b> Dr. Robert Bayard reviewed the following items from the document:</p> <ul style="list-style-type: none"> <li>• Purpose, Direction of Strategic Planning</li> <li>• Role of the DEIC</li> <li>• Membership of the DEIC</li> <li>• DEIC Sub-Committees</li> <li>• DEIC Chairperson</li> <li>• Connection to the CIIC</li> <li>• Consensus Model</li> </ul> <p>Dr. Robert Bayard then introduced each DEIC sub-committee facilitator to give a brief description of the purpose of the sub-committees.</p>

- Budgeting/Staffing: the sub-committee reviews budgetary and staffing data and makes recommendations based on this information. This sub-committee meets 1-2 times during the year and is facilitated by Alice Benzaia.
- Calendar: the sub-committee reviews various calendar models and makes a recommendation based on the best needs of students. This sub-committee will meet 2-3 times during the first semester and is facilitated by Dr. Susan Silva.
- Technology: the sub-committee advises the Chief Technology Officer on a wide variety of topics around learning technology. Committee members also assist with the review of the district technology. This sub-committee meets 1-2 times during the year and is facilitated by Dustin Hardin.
- Planning: the sub-committee reviews data such as student assessment results, student demographic information, and community survey results. This data is used to revise the District Strategic Action Plans. The sub-committee meets 2-3 times per year and is facilitated by Dr. Robert Bayard.
- Professional Learning: the sub-committee reviews the District Professional Learning Plan, as well as provides input regarding professional learning initiatives associated with the District Strategic Plan. This sub-committee meets 1-2 times per year and is facilitated by Angela Hinkelman.

#### **4. Overview of the CCISD District Strategic Plan**

Dr. Bayard provided an overview of the 2022-2023 CCISD Strategic Plan Annual Implementation Plan.

- Belief Statements
- Core Values
- Mission Statement
- Parameters
- Objectives
- Strategies
- Action Plans

#### **5. District of Innovation Proposed Revision**

Dr. Casey O'Pry presented a proposal to revise the District of Innovation Plan to align with district policy regarding teacher and administrator appraisal system.

Current requirements state that all teachers and school/district administrators are to be evaluated yearly. The proposed revision would allow distinguished teachers and administrators to be appraised once every three years and be exempt from the conferencing requirements.

The DEIC approved the revision by consensus.

#### **6. Clear Creek Education Foundation Update**

Deborah Laine, Executive Director of Clear Creek Education Foundation, gave the committee an update on the following programs:

- Staff Campaign
- Dine Out to Donate – October 3, 2022
- Grants – Special Innovative Grants; Mini Grants; Student/Teacher Innovative Grants

#### **7. Commitments**

Dr. Bayard asked the DEIC to complete the following:

- Sign-up for a sub-committee
- Communicate what you learned with campus/community
- Nominate yourself or someone for DEIC Chairperson
- Next DEIC meeting October 3, 2022

The meeting was adjourned at 5:25 p.m.

Presentation: <https://tinyurl.com/deic0922ccisd>