

**Quality Assurance Committee Meeting  
December 8, 2005**

**Board Members in Attendance:**

Commissioner Shirley Thompson, Chair  
Commissioner James Bowers  
Commissioner Robert Brown

**Staff Members in Attendance:**

Marie Cianca  
Linda Cruttenden  
Linda Dunsmoor (BOE)  
Andy MacGowan  
Gloria Sullivan

The meeting convened at 6:05 p.m. by Commissioner Thompson.

**Human Resources**

Commissioner Thompson said that she met with Dr. Rivera to discuss a proposed Human Resources and Culture Change report and distributed information regarding that report. Commissioners reviewed it for clarity.

There was discussion around a series of questions for the Superintendent regarding Human Resources and culture change. The discussion focused on posing questions in a neutral manner and clarifying the intent. Commissioner Brown gave some examples of how to introduce questions in a dispassionate manner. It was also suggested that the purpose and context of the questions be clarified to reflect Board Policy. Commissioner Bowers suggested “a little clean up” to mesh the purposes of the Board with the initiatives of the Superintendent. Commissioner Thompson stated her appreciation for the feedback.

Commissioner Bowers moved that the proposal go forward with editorial clean-up of the questions and data requests. Commissioner Brown seconded the motion. The motion passed 3-0.

As a result, the QA Committee is recommending the following to the full Board:

- Advance to the Superintendent the questions and data requests for his consideration as he works with staff to advance the Board-approved goals and objectives for the 2005-06 school year;
- Have the Superintendent analyze the information requests and incorporate them, as appropriate, within the Human Resources and Culture Change objectives;
- Have the Superintendent engage Board staff to the Quality Assurance Committee, as appropriate, to support the work associated with the information request;
- Have the Superintendent include in his Quarterly Reports the progress staff members are making on their respective objectives related to the specific issues and data points raised in the Quality Assurance Committee document.

This recommendation is supported, in part, by the following Board of Education policies:

- 0200 School District Goals and Objectives (to employ the best possible school staff, including both professional and support personnel);
- 0330, 0335 and 0340, which refer to the evaluation of teaching, administrative and support staff; and
- 9110, Equal Employment Opportunity.

### **Textbook Initiative**

Committee members stated that they had read the information provided in advance on the Destiny textbook tracking system and wished to proceed to questions.

The following information was provided in response to members' questions.

If parents question whether their student has been issued a textbook, the new system will allow tracking by student number and book number. Schools will be able to provide a definitive answer as to whether the student was issued a book.

Central purchasing of textbooks is being investigated so that the cost of replacing books does not come from an individual building's budget.

As of the QA meeting date (12/8/05), foreign language books had not arrived. It has been difficult getting the correct materials from the publisher; in one instance teacher books were shipped instead of student books. Ms. Cruttenden will report to QA when the correct books do arrive and are distributed to students.

Ms. Cruttenden was not sure how much money would be saved by reducing the number of lost textbooks but said she will be able to make an estimate and report back to QA. She noted that there is an informal arrangement with the public library to return district books that are left there by students.

Ms. Cruttenden stressed that the Chancery system would need to be in place to ensure that this system is launched correctly. She is hoping it is ready by September.

Action items:

Update Committee when foreign language textbooks arrive (as soon as possible)

Update Committee on Chancery system status (as appropriate)

### **JROTC**

Ms. Dunsmoor and Mr. MacGowan presented information related to the JROTC report. Ms. Dunsmoor shared a new appendix that was added to the report.

- The GPAs of JROTC and non-JROTC students were not significantly different.
- There was a higher proportion of students with disabilities enrolled in JROTC than in the general population.
- The suspension rate of JROTC students is slightly lower and the attendance rate is slightly higher.

Commissioner Bowers stated that he is not a proponent of JROTC but if students are gaining from this program, he would not want to interfere in someone else's choice. He asked for a further report from Mr. MacGowan that shows the significance of the statistics. Commissioner Thompson agreed and requested additional information related to program financials.

Commissioner Brown suggested looking at the schools where JROTC programs are found to be more effective to determine the reasons why.

Commissioner Thompson would like more time to review the data.

Commissioner Bowers suggested that the report be revisited to fine-tune the type of information that looks at the effectiveness of the program in a neutral manner. Regroup, look at the report and see if there needs to be follow-up.

Mr. MacGowan commented that these results are consistent with the previous study in 1999.

Commissioner Brown and Commissioner Thompson are interested in more information on the students with disabilities in JROTC, particularly the breakdown of disabilities. Mr. MacGowan said that information could be provided.

Members agreed that closure on the issue within the next 60 days (approximately 2/08/06 depending on committee meeting date) would be prudent.

Commissioner Bowers motioned that this project be brought to closure in the next 60 days. Commissioner Thompson seconded it. Approved 3-0.

Action items:

QA Chair will:

Regroup and revisit report; update Committee at January meeting.

Provide new Committee members with copy of the full report when they are assigned to QA.

Administration will:

Provide breakdown of students with disabilities enrolled in JROTC.

Elucidate ramifications of JROTC instructors becoming RTA members -- would this require additional instructors and would it add to cost of program?

Determine why program seems to be more effective in some schools than others (using GPA, suspension rate data, for example).

### Other

Commissioner Thompson thanked Commissioner Brown and Commissioner Bowers for their service on the Quality Assurance Committee.

Meeting was adjourned at 7:15 p.m. after a motion by Commissioner Bowers.

**Next Meeting:** The January meeting date will be determined at a later point. Chairwoman Thompson has said the meeting day may have to change so that committee members have more time to review submitted items (i.e. a weekend instead of business days) per the 48-hour protocol.