

**MINUTES OF THE
DISTRICT SITE COUNCIL OF
DISTRICT 497- LAWRENCE PUBLIC SCHOOLS**

September 21, 2017

THOSE IN ATTENDANCE

Community Council Members

Bob Byers
Chris Souders

District Representatives

Anna Stubblefield, Interim Superintendent
Jerri Kemble, Assistant Superintendent
Jill Fincher, BOE Member
Rick Ingram, BOE Member
David Cunningham,
Myron Graber, Principal-Free State High School
Darcy Kraus, Principal-Sunset Hill Elementary
Lisa Koppes, DSC Member
Dawn Downing, Deputy Clerk

Absent

Jennifer Bessolo
Michelle Fales
Laurie Folsom
Kathy Johnson

I. Welcome/Overview

Anna thanked everyone for coming. Anna discussed the fact that the Finance Advisory Council (FAC) had been renamed to the District Site Council in December 2016. Anna shared that we would again send out information regarding this change for everyone to have as a reminder.

The original function of the committee will be to serve as an external monitoring and Advisory body to the school district, board of education, and superintendent in matters of finance. The additional function of the DSC will be to serve as one of the six (6) stakeholder groups required by the Kansas Education Systems Accreditation process. The additional duties of the committee are as follow:

- Provide input/feedback on the work of the District Leadership Team
- Review district needs assessment, goal area selection, leadership goal and action plan development, evidence/data, and analysis of growth.
- Represent community and business/industry connection to the school system.

With KESA being the grounds for which we as a district would be accredited- we wanted to utilize groups that we already had in place instead of creating another group/committee. It was determined that this group which was comprised of board members, district administrators, certified staff, classified staff and community members was ideal to utilize in this role, plus this was a group that was already

immersed in our finances and essential areas of operation.

II. Reports and Discussion

- Board Goals Update (Anna Stubblefield)

With Anna being the Interim Superintendent for the 2017-18 school year, it was decided to focus on 3-5 goals for the upcoming year. The board has determined four key areas and multiple action steps related to each one.

The four areas are:

- Curriculum, instruction and assessment
- Communication, community connections and engagement
- Supports to meet the academic, social, emotional and behavioral needs of each student, and
- Delivery of quality educational programs, services and facilities.

We have drafted a one page document that is similar to the Kansas Vision for Education document which incorporates our goals along with the 5 R's in order to show how our goals relate to how we will be accredited. It will be in electronic format that will have links to more specific information that tells our story. Anna is still working on how the specifics of this information will be presented. Hopefully, this will be finalized and approved by the next DSC meeting. Upon completion it will be shared.

- KESA Update

Jerri Kemble, Assistant Superintendent, Leading, Learning & Technology, provided an update on Kansas Educational Systems Accreditation (KESA). KESA is the new accreditation system in which Kansas school districts, as a whole, will be accredited and not by individual buildings.

- KESA Framework is based on the Five R's which evaluates school improvement efforts-
 - Relationships
 - Relevance
 - Responsive Culture
 - Rigor
 - Results ("Final 'R'"= outcome of the other 4)

We are in Stage 1. The leadership team of every building will complete a rubric on all the R's. The district administrators will compile and summarize this information, review and select 2 of the R's as official district/system goal areas to focus on for the accreditation cycle. Fortunately, for Lawrence Public Schools, the outlined R's are already embedded in our board goals. We might not have used their specific wording. Jerri stressed that there was nothing on the rubrics that as a district, we have not already been doing. As we move forward, feedback and direction will be provided by this group (DSC).

- **Superintendent Search Update (Anna Stubblefield)**

Ray & Associates is the search firm that has been hired to conduct our superintendent search. The first stage of the search process involves gathering information from the board and the community about characteristics desired in a superintendent. The firm uses this information to develop a profile for advertising the position and for recruiting candidates who match the criteria.

The firm will gather input through an online survey, focus groups and forums open to school district employees, school families and the community. Targeted dates for the survey are September 22-October 13. Meetings with constituents will occur October 4-5.

The firm will share all of the input gathered with the board on October 19, and ask the board to finalize the candidate profile, including a salary range, in order to begin advertising the position for 30 days. Applications will close in late November.

During the month of December the firm will assist the board in developing interview questions, screening candidates and selecting finalists to invite to interviews. Since school board elections occur in November, and by state statute, newly elected board members may not take office until the second Monday in January, finalist interviews will not occur until after January 8.

Instead of involving specific stakeholder groups in the interview process, as we have done in the past, the board will provide an open opportunity for anyone in the community to meet finalists at individual meet-and-greet receptions. The firm described these receptions as social environments in which the finalists would introduce themselves and mingle with the public. Attendees will have an opportunity to share input with the board after meeting the finalists by completing “candidate impression forms.”

The board plans to interview each finalist on a separate day, if schedules permit, and plan an additional day for deliberations. The board’s goal is to hire the district's next leader by February.

Anna, along with board members, Jill Fincher and Rick Ingram, agreed that they were happy with the selection of Ray & Associates. It was apparent that they had done their homework and were familiar with the Lawrence community. They have a good, solid reputation, and they will cast a wide net. Both board members were happy with the directness and input they have been providing.

III. Other Items

- Co-Chairs
 - Bob Byers volunteered to be a co-chair.
 - Anna stated that Terry McEwen would also be a co-chair due to his knowledge and direct involvement with KESA.

- Membership
 - We had 2 people (1 classified and 1 certified) who made us aware that they would no longer be able to participate on the council.
 - Based on the information we have, the terms of 2 members on the council expired at the end of June.
 - Anna and Dawn will follow up with Kathy Johnson regarding what needs to be done in regards to members continuing on the committee and the process/procedure for accepting new members.
 - Kathy Johnson will provide information on the district's finances at our next meeting.

- Next meeting date – October 19, 2017 (Dawn will send out poll to check availability- might need to cancel)

IV. Adjournment