

Incline Great Schools Meeting Notes

Incline MS

Thursday, November 17, 2011

3:30 pm-5:30 pm

Desired Outcomes

By the end of the meeting, participants will have:

- Heard and discussed agenda items
- Heard and discussed items pertaining to the group
- Identified and reviewed Action Items

Facilitator: Nancy Sanger

Note taker: Kelly Humphreys



Participants: Stacey Cooper, IHS Principal; Kathleen Watty, IES Principal; Sharon Kennedy, IMS Administrator; Beth Bouchard, Sierra NV College, Nancy Sanger, Zone 4 Area Superintendent; Kelly Humphreys, Performance Director; Joanne Devine, parent, IMS ; Rachel Barth , MS Teacher; Michael Goldberg, Parent Representative; Trina Kleinhenz , ES Teacher.

#	Time (Minutes)	What (Content)	How (Process)	Who (Leader)
1.	5'	Introduce New Members	Present	Nancy
2.	60'	Review Action Items	Review/Discuss	Nancy

Notes:

The following action items were reviewed and updates provided:

Item 1: *Create monthly PLC calendar for site administrators.* Principals meet regularly without formal schedule. The purpose of the PLC is to work on IGS work needed. Principals will send the schedule to Nancy Sanger.

Item 2— *Explore use of endowment to IMS to fund PD around rigor.* Update: A meeting was held with the benefactor. The original donation was intended to support IB. With IB leaving, the benefactor still desires to support teacher PD. Likely that this can come through Sierra NV College. The benefactor would like involvement in determining how it will be utilized, etc. She has requested that some of her funds could be used to provide teacher PD for GATE. She would also like to see about providing dual credit/enrollment opportunities as well as to provide funding for tutors for e-learning café (SNC students to serve as tutors).

Item 3— *Contact Michael Morris for support in improving school websites and arrange a meeting with Michael, Sandy Soli, Kathie Goldberg, Marcia Tejeda, Mark Zimmerman, and the site principals.* A high school student has time to work on this. Google site currently used at MS. HS AP has some expertise and is working w/ the student. Different source/template for website than what was provided by the district (Michael Morris). Plan for January kick-off with Incline K-12 website. Will get HS/ES completed/finished and integrate the MS into common format. (Monthly PLC meetings will help to discuss/address these issues). Need to ensure website is coordinated through Mike Morris so that it is compliant with district expectations. Sharon will forward this information (district web guidelines) to Stacey/Kathleen. Michael requested to work with Kathie on this project as well. Will report back on status in Jan. Commitment to complete work & get accomplished to meet district guidelines in Dec.

Item 4— *Identify current fund-raising focus and efforts at the sites, create a fundraising calendar, and develop common forms.* One document/calendar for all 3 schools is ultimate objective. The idea is to be able to see which community resources are being utilized. Principals will send electronically to Nancy in December.

Item 5—*Inventory of community fund-raising sources and projects they support.* Goal to have an inventory of fundraisers. Have generated preliminary list, but don't have all information about what the organizations support with the fundraiser monies.

Item 6—*Distributed IGSC recommendations Tracker.* Nancy created a tracker to monitor the work being done to implement the IGSC recommendations. She took each goal & broke it down to action step level. The template will be used to track—resources, who responsible for resources, how monitor items (how will stakeholders know it's working) & persons responsible for these pieces. Requested feedback on this template. District administration will keep the document. Incline administrators will update. Once completed, can post to schools' websites and Incline Schools.org website in order to share out the work.

Item 7—*Community publications update.* The newspaper is the one avenue most used, but they have changed the way distribute paper. Not sure re: what good resource is ... but, often folks check online. Publicize the inclineschools.org website—this should be the mechanism for communication that we promote. Recommendation to put more news on this site. Don't bury the celebrations/results in the newsletter—pull out and highlight in sidebar for inclineschools website. Desire to have a more dynamic site. Want to compel community to use this site more often. Don't create more work, but distribute at same time to inclineschools. Link on chamber's website was suggested. Not limited just to school website—get out to community that might not be connected to schools—how get messages out to this segment of population? Chamber list is perhaps best resource in this way. *Bonanza* is also a resource. Take what the principals are already writing and sending to Bonanza/others. WCSD Communications dept. has talked to administrators and *Bonanza*—highlighting educational content every other week. Suggestion that a Facebook page is needed if they want to stay connected. Incline schools does have an account, but there is not good awareness of it. How do we distinguish between an official/unofficial websites? Superintendent videos should be posted to websites. Explore options here and report back next meeting.

3.	25'	<u>Updates</u> --21 st Century Skills Series—Mary Alber --Progress toward action steps: Site Leaders	Review & Discuss	Site Leaders
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Notes: *Share out K-12 alignment.* Quarterly meetings are occurring that include all Incline schools faculty. Shared definitions of rigor/relevance and CCSS across K-12 were themes of first two meetings. Depth of Knowledge and K-12 subject area alignment are the planned content themes for future meetings. Curriculum & rigor are primary foci. Question about behavioral expectations-- How are transitions occurring from school to school? If new to IHS this year, what supports exist? School counselors meet as vertical. All schools use the district behavioral matrix when issues arise, supporting common expectations across school as well as common consequences. Mark Zimmerman is participating with PBIS training and SIOP revisit (intervention support). PBIS is aligned. Elementary school addressed at parent conferences—asked families to sign contract. More work need to be done in this area.

Signature academies: Dr. Morrison and Nancy Sanger met with Stacey Cooper For Incline—high school will have program unique to school that will prepare students to be career/college ready. Focus is on how to extend the learning by creating the opportunity and vision unique to Incline. How can we attract enrollment / Sustain current enrollment that translates into increased grad rate and career/college readiness? AP and winter sports academy are programs targeting specific groups of students. Signature academy will be available to ALL students who wish to participate. What can we do accentuate academics/learning? Possible themes include: Green energy; Saving Tahoe (environment); Hospitality/Service Industry. Surveys will be launched after winter break. Parents, school staffs, students, and community will be asked for input. Plan to research what other signature academies look like and then build K-12 curriculum.

21st century skills: Discussion about how these skills get “delivered”/developed in schools. Thank administrators for participation with panel from recent

speakers' bureau presentation. Feedback is amazing—"please bring more of this." We need more community collaboration. Discussion regarding how stimulating it was for participants. Thinking forward to next one that is coming up ... reservation on Feb. 9 at SNC. We have time to coordinate better than did last time. How can we support PD of teachers, but also parents?

4.	10'	IGS Messaging	Discuss/Decide	Michael Goldberg
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Notes: IGS messaging. Since last meeting, Michael has been approached by parents in community, looking to parent reps with new ideas. What vehicle do parents have for communicating about education? There was discussion about the role of IGS Advisory. Its purpose is to monitor the implementation of the recommendations from the IGSC.

Suggestion that parents should be going to principals, PTA & boosters. Propose a solution—ISAFE to coordinate a meeting with admins present. Incline version of "Heath's brown bag lunch." This will occur outside the committee.

5.	5'	Set meeting date at end of semester (Jan/Feb.)	Review/Discuss	Sharon
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Notes: Next meeting: Feb. 1, 2012, 3:30 – 5:30 at Incline Elementary School