Committee Members Present: John Louritt, Connie Wennhold, Cynthia Trigg, Karen Chessell, Sharla Hales, Teri Jamin, Keith Roman, Marty Swisher, Ken Stoll, Keith Lewis, Cheryl Blomstrom, Lori Pasqua, Marc Tompkins, Damon Kixmiller, Jan Starratt, Laura Forvilly, Susan Moore

Committee Members Absent: Janet Geary

District Staff Present: Carol Lark, Superintendent; Nancy Bryant, Assistant Superintendent, Education Services; Rich Alexander, Assistant Superintendent, Human Resources; Holly Luna, Director of Business Services; Janice Florey, Director of Assessments, Grants, and Projects; Lyn Gorrindo, Director of Curriculum and Instruction; Jan Keith, Director of Special Services; and Tricia Wentz, Counselor

Meeting Facilitator: Karyn Wright

1. Welcome and Introductions

Mrs. Lark, Superintendent, called the meeting to order following a continental breakfast at 8:30 a.m. Some Committee Members arrived late due to an accident and the closing of a road. During the introductions, all Strategic Planning Committee members were present with the exception of Ms. Geary who was absent due to a medical emergency in her family, Mr. Alexander, and Mrs. Luna who both arrived during the Reports on Progress Towards Strategies.

Mrs. Lark commended her predecessors for the many years of work performed previously that resulted in the current Strategic Plan document. Reviewing the Strategic Planning process, Mrs. Lark stated the main goal was to arrive at priorities resulting from the reviewing, changing and adding to the Competency, Career and Graduation Strategies throughout the day.

2. Review Strategic Plan Components

At 9:00 a.m., Ms. Wright, facilitator, asked that three groups form as represented by dots on their nametags. Their assignment was to review the Mission and Beliefs.

3. Groups Report Back on Outcome of Reviews

Ms. Wright called the groups back together to gain the results of their collaboration. Consensus was that no change would be made to the Mission Statement. A change was made to the third bullet in the Goals and was stated as, “Schools will work with families and community to support success for all students.” Additionally, a new goal was added, “All teachers will demonstrate excellence in instruction emphasizing district supported research based practices.”
4. Review of District Improvement Plan

Nancy Bryant presented a PowerPoint and reviewed the current District Improvement Plan (DIP). She informed the group that the DIP was a document providing action steps to follow and was one of the three major documents implemented in the District. Mrs. Bryant further explained that the other two documents of major importance were the Strategic Plan, a five-year guide, and the School Improvement Plans, mandated by No Child Left Behind for the last several years. The overview included the data elements, priority needs, action steps, and review of the DIP single goal, “Douglas County School District will improve academic achievement for all students.”

A break was taken from 10:20 – 10:30 a.m.

5. Reports on Progress Towards Strategies

Mrs. Bryant shared a PowerPoint presentation that reviewed the top five goals, noted as “Areas of Focus,” of the Strategic Plan, along with the three strategies. Douglas County School District Directors, Dr. Florey, Mrs. Gorrindo, and Mrs. Keith explained the Competency Strategy to the Committee. This included performance assessments newly administered in the form of MAP, or computer aided testing that was newly implemented to produce immediate test results. Competency Strategy elements including Critical Content, Common Assessments, and the Teach for Success protocol were shared. Increased student achievement was shown as a result of instructional time having been maximized and increased professional development being obtained. Summer school courses administered for 2005-2006 and their results, which included 96% of students demonstrating proficiency on performance assessments and 92% improving in both ALT and HSPE testing.

Mr. Swisher reviewed the Graduation Strategy and reported on data gathered from both Douglas High and George Whittell High Schools. Data reviewed included student withdrawals and the breakdown of reasons for withdrawing. State mandated credit requirements were reviewed. Mr. Swisher stated a desire to have credit deficient students be offered an opportunity for credit recovery in order to assist them in graduating with their class. At 12:05 p.m. Ms. Keith reported on Response to Intervention (RTI) training for content specialists.

Lunch

The group took a lunch break from 12:15 p.m. – 1:25 p.m.

5. Reports on Progress Towards Strategies (Continued)

Tricia Wentz, Douglas High School Counselor, reviewed the Career Strategy. Examples of programs incorporated into Douglas High School for Career and Technical Education were stated including FFA and Skills USA membership, along with internships. Ms. Wentz stated components of the Career Strategy including community service and employability. She reported data relating to CTE courses, and the various funding methods being applied to the Career Strategy. One such was the standard as set by the State in order that the Perkins Grant be maintained annually.

Next, Holly Luna presented a PowerPoint stating financial facts and fiscal responsibilities to be considered when looking at District priorities. Reviewing “Hold Harmless,” Mrs. Luna stated that student enrollment and the multi-component DSA model were the most important factors.
involved in District funding. She reviewed an enrollment trend chart and data supporting the
enrollment expectations of the future. The Capital Projects Fund derived from the residential
construction tax was stated as being dependent on the census upcoming in 2010. The creation
of a school bond initiative was an avenue that would be sought after in future elections that
would include a community grass roots effort.

Mrs. Luna stated the District historically maintained a 4% or 5% cushion in the budget, but that
auditors preferred the amount to be 8%. Her report ended with a reminder that prioritizing fund
usage was important as funds would likely be reduced, not increased in future fiscal years.

6. Revise Action Steps if Necessary - Come to Consensus on
Top Five Priorities for Each Strategy

Ms. Wright stated “norms” for teams to consider while reviewing the Strategies. Next, she
requested that each group identify a recorder, leader and reporter and noted they would have
an hour to determine the top five priorities for each group. The three teams broke out to review
the Competency, Graduation, and Career Strategies.

7. Strategy Groups Report Out Top Five Priorities

Ms. Wright called for a member of each of the three strategy groups to report changes and
additions to each of the three strategies. Descriptions of changes as offered by each group
were stated and decided upon.

Mr. Swisher noted that an assessment of classroom level competency implementation would be
helpful to review the current competency system. Board members discussed this and reviewed
reasoning of competency enforcement and the competency process. Mrs. Lark responded that
the Leadership Team would be consulted on needs in this area. The Board, Superintendent,
and the Strategic Plan Committee reaffirmed their commitment to the competency system.

At 4:45 p.m., Ms. Wright explained the voting system for the final step in order to arrive at the
top five Strategic Plan priorities.

8. Establish Top Five Priority Actions From the Entire Strategic
Plan for the 2007-2008 School Year

After recording and hearing short statements representing the priorities as presented by each of
the groups, the three charts representing the three competencies were brought to the front of
the room for team members to vote on the items they believed were the ultimate priorities.
Voting took place in two ways. First, committee members voted on two priorities for each
strategy, or six total priorities. Second, members voted by way of a new color of dot that was
apparent beyond the first group, in order to obtain their top five overall priorities. Discussion
ensued as to whether or not five or six priorities should remain. The choice of priorities creating
a possible elimination of any one particular strategy was of concern. A decision was made that
voting would take place via e-mail during the following week. A list of both sets of priorities
reached at this meeting would be produced in order that committee members could review and
submit a final vote. Ultimately, the top five selections picked by the majority would be
considered the most important.
9. **Public Comment**

There was a call for public comment. There was none.

10. **Adjournment**

The meeting was adjourned at 5:55 p.m.

Submitted by,

____________________________________
Carolyn Moore
Secretary to the Board of Trustees

Approved:

_____________________________
Clerk of the Board

Note: Upon approval by the Board of Trustees in a public meeting, these minutes become the official minutes of the meeting held on the above date. Board minutes are kept on a permanent basis and are available for public review in the office of the Superintendent.