

**SACS CASI Meeting Minutes
July 9, 2007**

Present: Nora Artis, Eunice Ward, Kathy Artis, Julie Shields, Debbie Myers, Tomma Jenkins, Joyce Futrell, Larry Cooper, Carlese Vinson, Herman Rankins, Carol Swain, Ron Lane, Jerry Simmons, Cindy Martin, Clara Ann Baker, Patty Hardy, Betty Pugh, Mark Samberg
Dr. Michael G. Basham, Superintendent and Ralph Evans, Interim Assistant Superintendent presiding

Ralph Evans welcomed everyone to the meeting. Agenda items were then reviewed. Minutes from the May 21, 2007 meeting were reviewed. Mr. Ron Lane made a motion that minutes be approved; Clara Ann Baker seconded the motion. The motion was carried.

Mr. Evans informed the committee that SACS CASI information would be posted to the following website:

www.educationalvision.com/hertford/sacscasi.htm

Copies of the Goals that were approved by the Board were provided for the committee.

Continuous Improvement Timeline

The timeline was reviewed to see what items have been completed and what still needs to be done

Beliefs Survey

Mr. Evans reviewed and discussed the results of the beliefs survey. Eight hundred, eighty-six surveys were returned, including 622 from parents

Shared the top 10 items from the survey that had the highest numbers of “strongly agree” responses.

Tomma Jenkins made a motion that the ten top beliefs from the questionnaire be adopted. The motion was seconded by Julie Shields, and approved by the Steering Committee.

Mission Statement (Revised)

The mission and vision statement were discussed, Ron Lane made a motion that the mission statement be revised; the motion was seconded by Betty Pugh. The mission statement will read as follows:

The mission of Hertford County Public Schools is to provide a safe, challenging and caring environment that fosters the development of life-long learners, productive workers, and responsible citizens in the 21st Century.

Vision (Revised)

Much discussion took place concerning the vision statement. Carol Swain stated she believed the vision was too vague and we should be specific in student expectations. It was decided the vision statement would be tabled and discussed at the next meeting.

Our vision is to create a student-centered school system by focusing on the needs of the whole child; we are committed to producing high school graduates that will value education as a life-long process, and who will strive to become productive and socially responsible members of society.

Team Building Activity

The committee participated in a team building activity identifying logos and mascots.

Individually

Most identified – 29

Pairs

Most identified – 35

The total group identified 38 logos

Reflections on the activity

Participation (**individually**) was limited

Paired

(Two heads are better than one)

Total group

- 27 sets of experiences
- Power in working as a team
- Group was able to draw on each other's experiences.

Student Achievement

A brief overview of EOG trends was provided. Graphs were used to look at student achievement/growth from 2001-2007.

The group was divided into four subgroups to review objectives and provide feedback concerning the following:

Goal 1 – Globally competitive students) Herman Rankins, Joanne Jones, Kathy Artis

- Did not recommend any changes
- Everyone needs to teach writing and work on the prompts
- 1.04 and 1.05 objectives that need to be the goal to work on for this year
- 1.06 needs to be worked on along with the vocabulary
- SAT will level off and make the growth
- Plans to increase by 20 points each year

Goal 2 – (21st Century Professionals) Betty Pugh, Nora Artis, Carol Swain, Tomma Jenkins

- Dealing with a different group of students and the mind set needs to be changed for new teachers
- Follow-up needs to be done for all students
- 2.1 must hire qualified staff
- 2.2- we need to provide professional development for our teachers and make sure they get what they need to help all students (Character Ed., Graduation rate
- 2.3 – (insert) to make informed decisions for local and state assessments
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Goal 3 – (Student Services) Julie Shields, Joyce Futrell, Debbie Myers

- 3.1 – Make sure monitoring takes place and students feel safe when traveling to and from school. Emphasis should be on healthy living and character education
- Continue to focus on strong character education

Goal 4 (Leadership) – Jerry Simmons, Carlese Vinson, Patty Hardy

- Lively discussion was held, staying abreast and keeping up with all the educational trends
- Google Alerts - up to the minute alerts, information that is happening with education
- Students should have availability to technology and we should be able to provide whatever students need to assist with education process
- Looked at the wording in Objective (4.1) to remove the ands
- Get the word out to the public on what is happening in the school system
- ABC's as we now know it may change the education process, we need to be globally competitive professionals and keep up with what is going on at DPI and across the state

Goal 5 (21st Century Systems) – Eunice Ward, Ron Lane, Cindy Martin, Clara Ann Baker

- Information management systems, already in place
- Recommended take out the word survey in objective (5.02)

Strategies

The committee returned to their groups to come up with strategies for their approved objectives.

Group 1 (Joanne Jones, Contact)

Objective 1.01

- Provide staff development in math (use of manipulatives, problem-solving strategies, week by week essentials, and online resources)
- District writing plan
- Effective PEPs

Objective 1.02

- Staff development in core areas
- District-wide writing plan
- Effective PEPs

Objective 1.03

- District wide writing plan
- Building vocabulary and grammar skills
- Quarterly prompts district wide
- Writing portfolios

Objective 1.04

- Provide accrual credits through online and web courses
- Monitor PEPs, course credits, and progress of all standards

Objective 1.05

- Integrate technology (NC Standard Course of Study technology goals
- Provide keyboarding opportunities for elementary grades

Objective 1.06

- Continue to provide SAT workshops/Academies
- Involvement in 9th Grade Success Academy

Group 2 (Betty Pugh, Contact)

Objective 2.01

- Recruit and retain Highly Qualified professionals (i.e. attend Job Fairs)
- Revamp New Teacher Program
- Reinstate Teacher Cadet Program
- Work closely with ECSU, Chowan University and RCCC to grow teachers

Objective 2.02

- Provide on-going high quality professional development

Objective 2.03

- Be sure every administrator share data with every teacher
- Provide staff development on use of data
- Monitor use of data

Group 3 (Julie Shields, Contact)**Objective 3.01**

- To have all visitors report to the office to sign in
- To update and maintain an emergency action plan
- To maintain handicap facilities and update emergency equipment
- To review and enforce school-wide discipline policy

Objective 3.02

- To provide all families with a copy of HCPS Healthy Active Children's Policy
- To provide at least 150 minutes per week of physical education in all K-8 classes

Objective 3.03

- To provide families with a copy of the revised HCPS Uniform Policy
- To continue to monitor the revised HCPS Uniform Policy
- To update and utilize character education plan to create a more caring and nurturing environment to address the specific needs of each and every student

Group 4 (Jerry Simmons, Contact)**Objective 4.01**

- Involve Parent Teams/School Improvement Committees in academic and athletic, decisions that are made at school level in order to improve community support and deep mastery learning.

Objective 4.02

- Model "Best Practices" that have worked elsewhere.
- Educational professionals will be life-long learners and reflective practitioners

Objective 4.03

- Look at data to know our community in order to meet the diverse needs of our student population

Group 5 (Ron Lane, Contact)

Objective 5.02 (01)

-EPS Directors will visit schools daily to monitoring and documenting specific instructional areas

Objective 5.02(02)

-Develop in-service staff development with principals and instructional leaders that targets specific needs for instructional strategies

PLUS

- Good discussion
- Good Ideas
- Good Food
- Well organized

DELTA

None

Next SACS CASI Meeting - September 12, 2007, 9:00 am – 12 pm

The following items will be discussed at the next meeting:

- Updated test data
- Vision Statement
- Surveys (parents, students, community reflections)