



## THE SCHOOL DISTRICT OF LEE COUNTY

### Continuous Systemic Improvement Advisory Committee Meeting Minutes

Wednesday, April 14, 2021

6:00 p.m. – 7:30 p.m.

Lee County Public Education Center, Training Room D

**Committee Members Present:** Warren Baucom, Lucinda Defreitas, Ryan McLain, John Miller (virtual), Brian Rasnick (virtual), William Ribble, Denis Ryan, Amanda Smelker, Dr. Michele Stork

**Absent:** David Montrose

**School Board Liaison:** Gwynetta Gittens

**Staff Members Present:** Cindy McClung, Director, Continuous Improvement

**Recording Secretary:** Julie Holcomb

**Guests:**

#### Welcome

The meeting was called to order by Dr. Michele Stork at 6:08 p.m.

#### Review and Approval of Agenda and Previous Month's Meeting Minutes

The April 14, 2021 meeting agenda was unanimously approved.

The March 10, 2021 meeting minutes were unanimously approved.

#### Board Member Report

Ms. Gittens stated that the upcoming meeting to continue discussion from the April 13<sup>th</sup> Board meeting is scheduled for April 26, 2021 at 6:00 p.m.

Graduations will be held this year, and there are some proms scheduled. Schools holding prom were asked to hold them before testing to assist with students being able to follow quarantine procedures if applicable.

The CARES Act grants were discussed, noting that the District is proceeding with caution as these funds are not recurring funds. Ms. Gittens recommended that members review agenda Section G-2, 3 and 4 for additional information. The grant funds are very specific on how they can be used.

The District is still in need of teachers and bus drivers. The recent finance training Ms. Gittens attended covered student enrollment numbers across the nation, and noted that many students have not returned, and a percentage of those students will not be returning.

The Board has continued discussions regarding maintenances, taxes going forward, and signage at schools.

The summer activities will be limited due to the school ending later than normal. There will be an ongoing summer school program for all students, and more information will be provided as plans are confirmed.

Major capital projects were discussed including locations, adding a performing arts center, academies broken down by K-3, 4-6, and 7-8, at Veterans Park, but within academies. This would allow for K-2 teachers to loop and provide continuity of instruction to students with the same teacher.

Discussion was held regarding scores and what will/not be counted in the various areas for this school year based on recent updates by the State.

The Home Connect model will no longer be offered after this school year. There is a plan to contact students in the model to explain the options available, including Lee Virtual.

Ms. Gittens explained that the Briefing Meeting agendas typically contain the content regarding capital projects and funding. Board Agendas can be found at <https://www.leeschools.net/>.

Dr. Stork gave a brief overview of the innovation school which is a partnership school/collaboration between the District and FGCU.

Cindy McClung mentioned that the Board Workshop next Monday will focus on the distance learning model implemented by the District over the past year.

If anyone has questions, Ms. Gittens encouraged them to e-mail or call at any time.

### **Policy for Advisory Committees**

Cindy McClung reviewed the proposed letter being sent explaining that we are supporting the bills currently under discussed not requiring a quorum, and the letter will be signed by the Advisory Committee Chairs. A copy of the letter will be sent to the committee members.

### **Strategic Plan Communications**

Cindy McClung started a conversation to obtain suggestions from committee members regarding how to communicate the District Strategic Plan to the public, staff, etc.

- Look at ways that we can communicate better with classroom teachers as it relates to District communications.
- Single point of frequently asked questions or topics that is current as a “one-click” place to easily obtain information.
- Designating one person at each school as a “communications person” to share information with parents, staff, answer questions, etc.

- Ensuring that communication methods cover needs of groups (electronic, in-person, paper, etc.) as it meets the various requirements.
- Communications hub (person and/or a frequently asked questions/about us website). Community-based communication.
- The Communications Department provided specific information to schools this year regarding required information that must be on school websites. This is an ongoing process, and an outcome of a recommendation from the CSI Committee last school year.
- Base-level requirements for all schools, with flexibility for other areas based on the needs of the school population.
- Paper communication in the language of the student/family.
- The IMPACT Report was discussed, and is available online as a reference.
- The peachjar application is not user-friendly as a method to get information to parents.
- Each school survey parents regarding communication preferences.
- Educate people to use the District website and how to access information rather than changes to the platform or website layout.
- Website should be the main source of communication.
- Add prominent link on the District website on the Board meeting dates to indicate how to view the meetings live that appears when a meeting is being held.
- Provide details about how to access Board meeting availability on YouTube, including subscribing, searching for a particular date.
- Direct link to Board meetings available on the District Calendar on the website.

The public meeting cancelled last year as it relates to presentations around the District Strategic Plan will be rescheduled when possible. A digital/electronic format is also being reviewed.

The recommendations regarding communication of the Strategic Plan and the recommendations from the 2019-2020 school year will be reviewed at the May meeting, and recommendations prepared for submission to the Board.

#### **Public Comment**

N/A

#### **Good of the Order**

Cindy McClung will forward a link to committee members with the presentation that covered hiring, recruitment and retention processes in the District.

Dr. Stork reviewed the Mission of the CSI Committee, specifically related to the Proximity Plan and the recommendation made by the committee at the March 2021 meeting, and that the recommendation does align with the District Strategic Plan as it specifically addresses equitable access for all students.

Mr. Baucom announced that there will be a Career Signing Day event for students going directly from school into the workforce in mid-May. Additional details will be provided once the event is confirmed.

Ms. Gittens provided copies of the most current version of the Impact Study document to committee members.

### **Adjournment**

The meeting adjourned at 7:32 p.m.

### **2020-2021 Meeting Schedule**

September 16, 2020 (Online via Zoom)

October 14, 2020 (Online via Zoom)

November 11, 2020 (Online via Zoom) – CANCELLED DUE TO WEATHER

December 9, 2020 (Online via Zoom) – Make-up

January 13, 2021 (Online via Zoom)

February 10, 2021(Online via Zoom)

March 10, 2021 (Training Room D)

April 14, 2021(Lee County Public Education Center, Training Room D)

May 12, 2021 (Lee County Public Education Center, Training Room D)

All meetings are scheduled for 6:00 p.m. to 7:30 p.m.

### **CSI Advisory Committee Website**

The CSI Advisory Committee website provides meeting dates, meeting agendas, and meeting minutes.

[https://www.leeschools.net/leadership/school\\_board/advisory\\_committee\\_information/csi\\_advisory\\_committee](https://www.leeschools.net/leadership/school_board/advisory_committee_information/csi_advisory_committee)

### **Instructions for Subscribing to CSI Advisory Committee Website**

In order to receive automated alerts as new documents are posted to the CSI Advisory Committee website, you can subscribe to the site following the steps below.

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