



THE SCHOOL DISTRICT OF LEE COUNTY

Continuous Systemic Improvement Advisory Committee Meeting Minutes

Wednesday, September 15, 2021

6:00 p.m. – 7:30 p.m.

Online

Committee Members Present: Robin Antone, Priscilla Baluja, Lucinda Defreitas, Tamar Gorenjuk, Ramie Hall, Brent Ibata, Ron Matthews, John Miller, Antoinette Peck, Brian Rasnick, William Ribble, Kathryn Sayers, Amanda Smelker, Todd Thomas

Absent: Melissa Hatter

School Board Liaison: Mary Fischer

Staff Members Present: Cindy McClung, Director, Continuous Improvement

Recording Secretary: Julie Holcomb

Guests: Eric Metzner

Welcome

The meeting was called to order by Cindy McClung at 6:00 p.m.

All committee members introduced themselves to the group.

Cindy stated that the mission of this group is to look at the District Strategic Plan and provide feedback to the Board.

Mission Statement of Committee, Meeting Norms, Attendance Policy

Mission Statement

The focus of this committee is to provide input to the Board on the Strategic Plan.

Meeting Norms

In order to maintain a professional atmosphere and the focus on our work, CSI Board Advisory Committee members agree to adhere to the following norms:

- Begin and end the meeting on time.
- Be actively engaged.
- Be prepared.
- Remain on topic.

- Treat all ideas with respect.
- Submit questions for presenters to the Recording Secretary in advance. (Committee members will receive all meeting materials in advance. The Recording Secretary will forward members' questions to the presenter.)
- Bring recommendations forward for a vote upon a motion and second. (Majority rules)

Board Policy 1.20 (e) The Mission of the committee shall be to systematically review components of the District's Strategic Plan for the purpose of providing input to the School Board concerning the content and implementation of the Plan. The committee shall determine which component of the plan to review after receiving a recommendation from the Board member liaison and Committee Chair.

- Brian Rasnick made a motion to accept the Meeting Norms as presented.
- William Ribble seconded the motion to accept the Meeting Norm as presented.
- All Committee Members unanimously agreed to the Meeting Norms as presented.

Election of Chairperson & Vice Chairperson

Cindy McClung started the nomination process for the Chairperson and Vice Chairperson for the 2021-2022 school year.

Chairperson

- William Ribble nominated Brian Rasnick as the CSI Board Advisory Committee Chairperson for the 2021-2022 school year.
- Amanda Smelker seconded the nomination of Brian Rasnick as the CSI Board Advisory Committee Chairperson for the 2021-2022 school year.
- Brian Rasnick accepted the CSI Board Advisory Committee Chairperson for the 2021-2022 school year.
- All Committee Members unanimously voted in favor of Brian Rasnick as Committee Chairperson.

Vice Chairperson

- Brian Rasnick nominated William Ribble as the CSI Board Advisory Committee Vice Chairperson for the 2021-2022 school year.
- Several Committee Members seconded the nomination of William Ribble as the CSI Board Advisory Committee Vice Chairperson for the 2021-2022 school year.
- William Ribble accepted the CSI Board Advisory Committee Vice Chairperson position for the 2021-2022 school year.
- All Committee Members unanimously voted in favor of William Ribble as the CSI Board Advisory Committee Vice Chairperson for the 2021-2022 school year.

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

All Committee Members unanimously approved the September 15, 2021 meeting agenda.

There was no prior Meeting Agenda for approval from May 2021.

Parliamentary Procedures Training

Kathy Dupuy-Bruno, Esq., the District Board Attorney, reviewed the policies and procedures for the advisory committees.

The documents reviewed are available on the [District Board Advisory Committee website](#).

Amanda Smelker asked what topics are relevant for motions. Ms. Dupuy-Bruno stated that motions can be based on the agenda, or items that come up during discussions.

Amanda Smelker asked who develops the agenda for the committee meetings Ms. Dupuy-Bruno indicated that agendas are drafted by the Committee Chairperson and Board Liaison, with input from the Committee Members.

Board Member Report

Mrs. Fisher discussed the focus of the Student Advisory Committee, and the importance of the feedback from this group of students.

Mrs. Fisher noted that the District is currently searching for a Superintendent, and Dr. Savage is on an interim contract and assisting with keeping the ball rolling during the search process. Information and a survey regarding the Superintendent search is available on the District website at leeschools.net.

Mrs. Fisher expressed her interested in the Comprehensive Health Initiative, and encouraged Committee Members to contact legislators regarding the importance of this life-long learning program.

The District recently had a change in our mask mandate, and we now have an option for individuals to choose not to wear masks. Data provided today indicates that roughly 15% of students in the District are not wearing masks.

Public Comment

Eric Metzner noted that it is helpful to have this type of a forum to bring ideas into the mix and being a part of this group is very helpful, and that public engagement is vital to the District.

Establish Priorities, Meeting Dates & Venue

Priorities

Mrs. Fisher noted the following Board priorities:

- Parent/Community Involvement
- Career Technical Education
- Business Partnerships

Ramie Hall stated how important it is to get information out to parents before they have to make decisions.

Meeting Dates - Tentative Future Dates:

- October 20, 2021
- November 17, 2021
- January 19, 2022
- February 16, 2022
- March 17, 20212
- April 20, 2022
- May 18, 2022

John Miller asked if it would be possible to move the monthly meeting day of the week to a day other than the third Wednesday of the month.

Brian Rasnick noted that the second Wednesday of the month at 6:00 p.m. will align with previous year schedules and seemed to work well for committee members during those years.

- Amanda Smelker made a motion to meet on the second Wednesday of the month at 6:00 p.m.
- William Ribble seconded the motion to meet the second Wednesday of the month at 6:00 p.m.

- The Committee Members unanimously approved the motion to change the meeting schedule for 2021-2022 to the second Wednesday of the month at 6:00 p.m.

Venue

Brian Rasnick encouraged in-person meetings if possible, and asked if allowing the in-person was an option. Cindy McClung confirmed that it is the committee's decision whether to meet in-person or virtually, and that meeting room availability will be reviewed and reserved for in-person meetings if possible.

Ron Matthews asked if a Zoom option would still be available, and Cindy McClung confirmed that the virtual Zoom option would still be available.

District Strategic Plan

Cindy McClung provided a brief overview of the [District Strategic Plan](#).

Cindy McClung asked all Committee Members to review the District Strategic Plan prior to the October meeting to assist with outlining committee priorities for the 2021-2022 school year, and to bring any questions to the October meeting for discussion and to assist with selection of presentations for the year to address those questions.

- Amanda Smelker made a motion to add reviewing the Workforce Success Plan at an upcoming meeting.
- Robin Antone seconded the motion to add reviewing the Workforce Success Plan at an upcoming meeting.
- All Committee Members unanimously agreed to add the Workforce Success Plan at an upcoming meeting.

Good of the Order

William Ribble complimented Mrs. Fisher on her hard work as a Board Member. He also noted that many of the Committee Members can provide assistance in working with legislators as it relates to the important topics for the District.

Mrs. Fisher will send the Legislative Priorities for 2021-2022 to the Committee Members through Cindy McClung, and noted it would be helpful and appreciated to have the assistance from Committee Members.

Adjournment

Meeting adjourned at 7:27 p.m.

2021-2022 Meeting Schedule

- September 15, 2021 (Online via Zoom)
- October 13, 2021 (Training Room D and Online via Zoom)
- November 10, 2021 (Room TBA and Online via Zoom)
- January 12, 2022 (Room TBA and Online via Zoom)
- February 9, 2022 (Room TBA and Online via Zoom)
- March 9, 2022 (Room TBA and Online via Zoom)
- April 13, 2022 (Room TBA and Online via Zoom)
- May 11, 2022 (Room TBA and Online via Zoom)

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

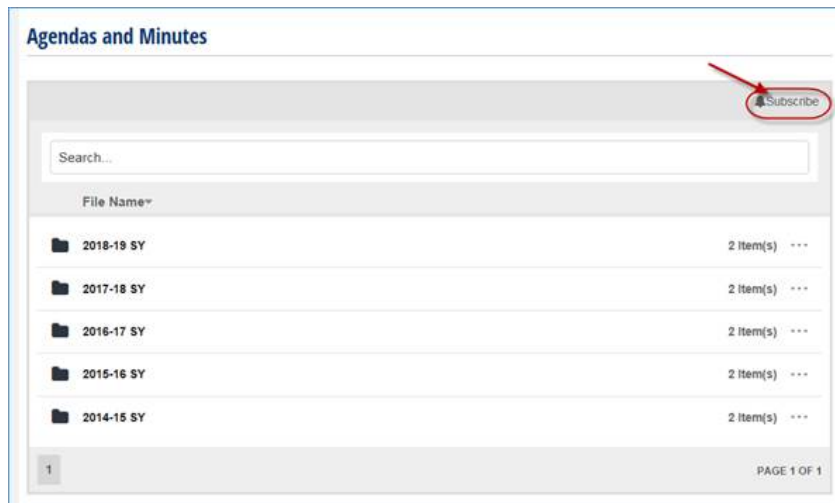
Instructions for Subscribing to CSI Advisory Committee Website

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.

- Access the website at:

https://www.leeschools.net/leadership/school_board/advisory_committee_information/csi_advisory_committee

- Select the *Subscribe* link.



- Complete the requested information under Add Subscription.
- Select the **Add Alert** button.