

NEVADA DEPARTMENT OF EDUCATION
STATEWIDE COUNCIL FOR THE COORDINATION OF THE
REGIONAL TRAINING PROGRAMS

OCTOBER 2, 2018

10:00 A.M.

Meeting Locations:

The meeting was video conferenced from both locations

Office	Address	City	Meeting Room
Department of Education	9890 S. Maryland Pkwy	Las, Vegas	Board Room (2 nd Floor)
Department of Education	700 E. Fifth St	Carson City	Board Room

DRAFT SUMMARY MINUTES OF THE REGULAR MEETING

DEPARTMENT STAFF PRESENT:

Kathleen Galland-Collins
KellyLynn Charles
Sylvia Figueroa

MEMBERS PRESENT:

Las Vegas:

Brent Husson
Wendi Hawk
Adam Young
Debbie Brocket

Carson City:

Aaron Grossman
Wayne Workman

Deputy Attorney General:

David Gardner

AUDIENCE IN ATTENDANCE:

Las Vegas:

Jerrad Barczyszyn
Chelli Smith
Sarah Negrete

Carson City:

None

1. Call to Order; Roll Call: Pledge of Allegiance

KellyLynn Charles, NDE Education Programs Professional for Office of Educator Development & Support

2. Public Comment #1

Public Comment will be taken during this agenda item regarding any item appearing on the agenda. No action may be taken on a matter discussed under this item until the matter is included on an agenda as an item on which action may be taken. The chair of the council will impose a time limit of three minutes. Public Comment #2 will provide an opportunity for public comment on any matter within the Council's jurisdiction, control, or advisory power.

No public comment in Las Vegas or Carson City

3. Welcome of New Members

KellyLynn Charles, NDE Education Programs Professional for Office of Educator Development & Support

New members, Adam Young (NNRPDP appointment) and Wayne Workman (NWRPDP appointment) introduced and welcomed to the RPDP council.

4. Overview of Council Responsibilities *(Information/Discussion)*

KellyLynn Charles, NDE Education Programs Professional for Office of Educator Development & Support

Members will hear a review of the outlined Council responsibilities and scope of the Council's work as pursuant to NRS 391A.130.

Council responsibilities outlined in NRS 391A.135

- Adopt standards used in the review and approval of training
- Establish statewide program concerning effective PIFE
- Coordinate dissemination of information regarding training programs
- Disseminate information to the regional training programs
- Conduct long-range planning
- Adopt procedures and criteria to report evaluation of programs
- Review and recommend necessary revisions to the 5-year plan
- Review and recommend necessary revisions to annual report
- Ensures governing body of each program considers plans to improve student achievement
- Coordinates with the office of PIFE in carrying out the duties of the office
- Council reviews and approves budgets and budget revisions for each program.
- Reviews and approves biennial budget submissions

5. Nominations and Elections for Council Chair Pursuant to NRS 391A.130

(Information/Discussion/Possible Action)

Representative from the Office of Chief Deputy Attorney General

The Council will hear nominations and elect a Chair from among its members.

David Gardner Deputy Attorney General requests nominations to elect Chair. (Inaudible)

Nomination for Chair of the Council

Nominated: Member Workman nominates Member Adam Young

No other nominations; no arguments

Motion: Member Hawk makes a motion to put forth the recommended nomination of Member Adam Young for Chair of council.

2nd: Member Husson seconds

All in favor

Passes unanimously at 10:17AM

Nomination for Vice-Chair of the Council

Nominated: Member Husson nominates Member Wendi Hawk for Vice Chair

No other nominations; no arguments

Motion: Member Husson makes a motion to put forth the recommended nomination for Member Wendi Hawk for Vice Chair of council

2nd: Member Brocket seconds

All in favor

Passes unanimously at 10:19AM

KellyLynn Charles confirmed Vice Chair Hawk's term is ok.

6. Approval of Prior Meeting Minutes for May 21, 2018 (*Information/Discussion/Possible Action*)

Motion: Member Hawk makes a motion to approve meeting minutes from May 21, 2018
2nd: Member Workman seconds
All in favor
Passes unanimously at 10:20AM

7. Nevada Department of Education Updates (*Information/Discussion/Possible Action*)
Dena Durish, NDE Deputy Superintendent for Educator Effectiveness & Family Engagement and KellyLynn Charles, NDE Education Programs Professional for Office of Educator Development & Support

Members will hear updates from NDE regarding items of interest that may impact the work of the Council including, but not limited to:

Kat Collins provided update:

- SB474 Task Force Update on Recommendations #7-10
- Updated Professional Development Standards Regulations (*LCB File No. R093-18*) Heard at Legislation committee last week; Standards that were recommended by the task force have now been put into regulation.

8. FY19 Budget Amendments (*Information/Discussion/ Possible Action*)

Kirsten Gleissner, Director, NWRPDP; Chelli Smith, Director, SNRPDP; and Sarah Negrete, Director, NNRPDP

One or more of the RPDP Directors may present requested amendments to their 2018-2019 (FY19) budget. The Council will hear requests and justifications before taking possible action on proposed amendments to the FY19 budgets.

- Sarah Negrete, Director of NNRPDP on behalf of Kirsten Gleissner, Director, NWRPDP presented her budget amendment request for FY19. Due to not filling a position, requests funds to be used in other areas.

Motion: Member Husson moves to approve requested amendment to the NWRPDP budget to be moved to other areas.
2nd: Member Workman seconds
All in favor.
Passes unanimously at 10:26AM

9. Presentation on the Professional Development Needs of Administrators

(*Information/Discussion/Possible Action*)

Kathleen Galland-Collins, NDE Education Programs Supervisor for Office of Educator Development & Support

Members will hear an update on the Professional Development needs of administrators regarding the NEPF as reported in the recent survey to possibly guide professional development plans for the 2018-2019 school year.

- Interviewed school leaders in 15 elementary schools, 8 middle schools, and 5 high schools across the state.
- Some common themes: additional support/training on developing and measuring SLGs, family engagement initiatives, analyzing/collecting/using data, and training and support on what metacognition and discourse look like in the classroom.
- Links provided on national research and reports.
- Experts at School Leaders Network encouraged districts and states to invest in leadership development beyond recruiting and placing principals.

- Brief overview on national research on school leader professional development to help get ideas on how to use the \$100,000 that RPDPs have for school leadership development to use across the state.

Member Discussion

- Member Brocket can't release her administrative staff to all attend training during the day but would like online or web based trainings to be considered.
- Member Grossman would like to know when people report "they want additional" does it mean they like what they are getting and want more of it. Or does "additional" mean what they are getting is falling short and they want something different.
- Member Collins reported RPDP trainings had the most impact. Preliminary results from teacher and administrator survey can be found on the 8/29/18 TLC meeting page.
- Member Hawk had 2 questions. 1) what was the performance ratings for schools? 2) What does creating and sustaining structures mean?
- Kat Collins answered questions. 1) It was a broad range. NEPF ratings data from 15-16 and 16-17 was looked at to look for schools that had a number of star ratings. Administrators were interviewed from a few schools that were chosen randomly to find any kind of trend in implementation or a trend in practices. Answer to the second question regarding creating and sustaining structures is one of the Administrator Standards in the NEPF and can be found on the NDE main page.
- Member Brocket asked if strong leadership skills are developed after 5-7 years, was that taken into consideration when interviewing principals in schools on the years that the principal was in the school? Indicating that those being interviewed are those that have been in schools a little bit longer might be able to implement or less time? Were those two compared and was it a factor when choosing schools?
- Member Collins stated that information was not available at that time so that was not done when choosing schools, but questions will be added to the process this year.
- Member Husson would like to know what is ultimately the goal for collecting all the information and documenting it?
- Member Pam Teel stated that RPDPs coming out and doing admin trainings monthly for the past four years has been very helpful.
- Member Wayne Workman agrees and states it has been immensely helpful to have the RPDPs available to the administrators for this training. There are monthly meetings and trainings provided to get everyone on same page in evaluating staff
- Chair Young added that because of the lack of resources that exists in small areas improvements would not exist without RPDPs.

10. Plan for use of Administrative Funds *pursuant to NRS 391A.130 subsection 9*

(Information/Discussion/Possible Action)

Dena Durish, NDE Deputy Superintendent for Educator Effectiveness & Family Engagement and KellyLynn Charles, NDE Education Programs Professional for Office of Educator Development & Support

Members will discuss ideas for expending the \$100,000 Administrative Funds. Members may decide to request a submission of plans to be approved at the next Council meeting.

- KellyLynn Charles explained the Administrative funds and wording in NRS 391a.130 subsection 9 and how the council uses the money.

Member Discussion

- Member Husson asked if there are any gaps and if so can these funds go to fill those gaps.

- Chair Young stated the biggest barrier is the everyday urgent needs versus the strategic and long term thinking that are a huge part of the job and trying to balance those things.
- Member Workman commented same issue in training the teaching staff is the same issue with the administrators. Everyone is at a different level of their own professional growth. Difficult to lead instructionally because they are spending a lot of time managing.
- Member Hawk has concerns with overstepping bonds as a board? Where does Board's role begin/end? Is it the Board's duty to dictate uses of funds?
- Member Husson answered it is the Board's discretion to say how funds used. Role is to encourage different thinking to find solutions. Suggests looking at other industries to see how they solve issues.
- Chair Young stated decision making should maybe be done at the level affecting the people.
- Member Husson believes teaching how to make money go longer is better than just handing out the money.
- Member Teel asked if at the next meeting to see plans for the money.
- Member Hawk stated people want training. Agrees with the concept to propose plans but is not sure if all 3 regions can work together and come up with a plan with the \$100,000.
- Member Workman suggests if individual districts were to create their own plan, they would need to know how much they would be receiving.
- Member Teel said she is not suggesting individual school districts. Believes the RPDPs should have a comprehensive plan.
- Chelli Smith, Director of SNRPDP, meets with the other RPDP directors (Sarah and Kirsten) every other month to make sure they are all on the same page. Infrastructure needs to be developed to implement in each region but time needed to compose plan.
- Member Husson asked if it is more effective to address how to provide resources so they can meet the needs themselves rather than addressing individual needs.
- Chelli Smith stated money has been distributed to each specific school district so they can meet their needs.
- Sarah Negrete from NNRPDP had conversations with superintendents at Board meetings to determine regionally what administrators need for training.
- Chair Young- done at regional level; districts put forth those proposals. More strategic approach is to teach to fish and not give it.
- Husson- \$100,000 is an additional, extra money?
- Chelli Smith -yes, the money is extra money.
- Husson-large training; how to change structure of;
- Sarah Negrete asked for clarification regarding leadership training for them vs reports and budgets
- Chelli Smith- online tools for people that can't come face to face; needs from the council.
- Member Brocket- "putting fires out" reports keep them from doing what they need to do; RPDP has amazing resources for online training.
- Member Hawk- possible to give money \$100,000 to group as one group. What do RPDPs need from council?
- Sarah Negrete- RPDPs needs framework from Council. NEPF frameworks needs to be determined.
- Chair Young-instructional efforts, more leadership, impacting students.
- Sarah Negrete- Framework?
- Member Brocket- focusing on building and creating all administrators on how to develop a system and structures;
- Member Husson- money should be used to higher order thinking; well-trained administrators can "put out fires" and not cause more.
- Sarah Negrete- can the 3 (Sarah, Kirsten, and Chelli) of them put together a loose draft or shall the Council do that?

- Chair Young- maybe a member of Council can help.
- Member Hawk- happy to be part of that and help RPDP do that; needs from survey should be a priority
- Chelli Smith- would like a draft, business models etc. to get started.
- Member Husson- days to do that draft, not weeks, move draft quickly.
- Member Chelli-start process next week to start draft.
- Member Husson and Brocket want sooner.
- Chelli Smith-by end of the following Friday.
- Member Grossman in Carson City- paradigms shifting?
- Member Husson- who is getting and doing the training?
- Member Workman - Money is for 18-19 SY? Asking RPDP to put together framework?
- Member Husson believes it should start this SY. Use money to How to change PD.
- Member Hawk- To recap- the topics would address flexibility, mentorship with collaboration, problems solving to sustain structures, use all of that to address survey needs.
- Sarah Negrete - Should the NEPF administrator framework be the lens through which we use to approach this work?
- Member Husson- Yes, NV has established the standards in practice; start thinking systemically as a state and then moving towards solutions;

The 3 directors, Member Hawk and Member Husson will assist them, forming an informal group.

David Gardner discusses rules regarding subcommittee.

Member Husson-will attempt to help the 3 directors to create a document to present later.

11. Upcoming Legislative Session Overview and Considerations

(Information/Discussion/Possible Action)

Dena Durish, NDE Deputy Superintendent of Educator Effectiveness and Family Engagement.

Discussion on upcoming legislative BDRs and education issues

- KLC suggest for next meeting so Dena can present that.

12. Future Meeting Dates and Agenda Items *(Information/Discussion/Possible Action)*

KellyLynn Charles, NDE Education Programs Professional for Office of Educator Development & Support

- Chair Young wants to know if there is a calendar of mtgs.
- KellyLynn states not right now but a Doodle poll can be sent out
- Member Husson- would like to schedule meetings
- Chair Young wants a timeline of schedules for the year.
- Member Husson- suggests meetings in Doodle poll for not just the next meeting but future mtgs.
- KellyLynn - are Mondays and Fridays ok for meetings, December is tight. Doodle poll (Mondays ok) at least 4 per year.
- Chair Young- can we schedule a date for the next meeting
- Member Husson recommends around 11/12-11/16.
- KellyLynn suggest the week of 11/7
- Member Hawk can't do Wednesday between 10:45 and 11:30

Doodle poll to be sent to members to determine next meeting. A separate Doodle poll will be sent regarding future meetings and member availability.

13. Public Comment #2

Public comment will be taken during this agenda item on any matter within the Council jurisdiction, control, or advisory power. No action may be taken on a matter raised under this item until the matter is included on an agenda as an item on which action may be taken. The Chair will impose a time limit of three minutes.

No public comment in Las Vegas or Carson City

14. Adjournment

Motion: Member Husson moves to adjourn

2nd: Member Hawk

All in favor.

Meeting adjourned at 12:05pm