MID-IOWA SCHOOLIMPROVEMENT CONSORTIUM

EXECUTIVE BOARD MEETING

Friday, January 22, 2016 – 9:00am-3:00pm

MISIC Office, Jewell, Iowa

1. **Call to Order / Roll Call**

The meeting of the Board of Directors for MISIC was called to order at 9:06a.m. by Dan Mart, President.

Executive Board Members present: Karen Sandberg, MaryDawn Schuck, Dan Mart

 Jon Suntken, Amy Whittington, Irv Laube

Executive Board Members Absent: Jeff Herzberg

Also present: Sue Beers, Executive Director

 Jamie Morgan, Project Support and

 Technology Coordinator

Dave Christensen, District Support Team

Nancy Lockett, District Support Team

Amy Walter, District Support Team

1. **Approve Agenda**

Sue Beers added item 4b – Discussion around the audit and a topic under item 13 – Other is Textbook Inventory.

Motion by Karen Sandberg to approve the agenda with the noted additions. Seconded by Irv Laube. All Ayes. Motion carried.

1. **Approve Minutes of October 1 meeting**

Motion by Jon Suntken to approve the minutes from the October 1, 2015 board meeting. Seconded by MaryDawn Schuck. All Ayes. Motion carried.

1. **Review Financial Report – End of 2nd Quarter**

Sue Beers discussed the financial report. Since we have fewer new students the activity fund is starting to spend down a little bit. We will probably have to do some work with Curriculum Manager and spend some of those funds. Sue shared about her work in Dubai with American Curriculum Schools. They have asked her to do some webinars. She has shared the unit planner with them. She has suggested that we can do a series of webinars about the C3 Cadres and they might be interested to buy the rights for just those webinars. She also did mention MISIC membership and they are interested in discussing that too. A suggestion was also made to look into corporate sponsors

**4b. Audit Process –** Ethel Lee checked with the state auditor and we are not required to have an audit as a non-profit. Ethel got another bid for $3000-$3500, which is comparable to what the state auditors charge. Discussion continued about the audit. For now, the consensus was to delay the audit and get more information on options to share at the May/June board meeting. Any bylaw changes needed will have to go the members at the annual meeting.

1. **Membership Update**

Sue shared the list of districts that have joined and dropped out of MISIC. We are losing a number of students due to some bigger districts dropping. We have potential income from out of state members.

* Potential new members
* Dropped memberships

9:38am – Amy Whittington joined the meeting.

Conversation continued about MTSS and MISIC’s role in helping districts. Sue shared about UDL and how designing good instruction benefits those with special needs as well as the rest of the students. Sue shared about adding an insert into the “What is MISIC?” flyer that would contain some of this information.

1. **MISIC Branding**
* **Name Change** – The board took time to look through all the name suggestions and discussed options. The consensus was MISIC: Impacting Students; Improving Curriculum. That was a combination of the suggestions from Greene County and Denver. Both districts will receive a free workshop day from a MISIC staff person.
* MaryDawn Schuck motioned to change the name of Mid-Iowa School Improvement Consortium to MISIC: Impacting Students; Improving Curriculum. Seconded by Jon Suntken. All Ayes. Motion carried.
* In May/June it would be good to look over all of the bylaws and see if there are any updates/changes that need to be made.
* **Logo** - MaryDawn suggested we could ask students to submit logo designs and offer a small scholarship to the winning logo. MaryDawn Schuck motioned that we offer a MISIC Member Student contest for a $500 scholarship for designing the new logo. Seconded by Irv Laube. All Ayes. Motion carried. The submissions should be submitted as a digital file that can be used as a logo. Deadline of March 15. Then we will send out to board to vote before the first regional meeting on March 30. Nancy Lockett and Jamie Morgan will work on the criteria for judging the logo. We will do a big celebration for the name change and new logo at the spring regional meetings.
* **IASB Booth 2015**

Sue shared an update on our booth at IASB. We did talk to a good number of members and non-members. She thinks it is worth the time and cost for us to be visible and talk to people.

* **Presentation at SAI / IASB**
1. **MISIC Luncheon – SAI August 2016**

Sue and Jamie shared about the different options for the annual meeting luncheon on August 3, 2016. Forte Event Center is across the street from HyVee Hall and somewhat less expensive. Is it worth saving some money and have people walk further? Discussion followed. The consensus was to stay with HyVee Hall for members to have easy access to the meeting and visibility to SAI attendees.

1. **SBAC Role**

The house voted to delay adoption of the legislative rules for SBAC. If the legislature does nothing, then the rules go into effect on July 1 for next spring. The legislature has to act on it make a change. We need to get people outside of education informed about this. Specifically, people in the business field need to know about it. Sue is going to write an op-ed piece for the Business Record newspaper. Sue asked the board if they would be willing to sign a letter to specific legislators, if it becomes necessary, in support of SBAC. The board members agreed they would be willing to sign. Science is a separate piece that will have to have a different assessment. That is still being discussed at the state level. It was suggested that MISIC provides a PPT or flyer that MISIC districts could share with board members. The team will work on that. Dan Mart shared that eRate will provide a rebate for internet infrastructure.

12:00pm – Break for lunch.

12:34pm – Meeting resumed. Jon Suntken left the meeting.

1. **MISIC Professional Development / Needs / Direction**
* Member Needs / Direction – Sue asked if the board has any ideas or input for the trainings and PD and we offer. Sue talked about the document we shared on the webinar that combined the 4 key documents for ELA. We need to develop the document for Math.
* Sue shared three documents about the new ESSA. They are good documents to share with board or others that are asking about what it means.
* Alternative forms of PD – We are going to work on doing hour long webinars on the components of the C3 Cadres with some supporting ppts and materials.
* 2016-17 Leading the Core Workshops? – This year we had 48 people at the first Level III workshop. Karen Sandberg shared about the workshop. Her district team all thought it was a good workshop. At the Level II Workshop we had about 45 participants.
	+ At the Level I we did one day of Math and one day of Literacy. We really cut back on the number of tools that we shared. Those both had 50-55 participants.
	+ The question was asked if we need to replicate all of the trainings in 2016-17? The team has been watching expenses for the workshops and we don’t all attend if the attendance is lower. MaryDawn thinks they are valuable, but travel expenses are difficult for districts.
	+ Discussion followed about options for attending superintendent and curriculum network meetings. Most board members agreed that face-to-face is important.
	+ The consensus was to offer another round of Leading the Core workshops and have a minimum number that must register. Irv asked if we will add a day for Science. It was also asked if we should add a day for SBAC. Discussion followed about what would be included in the trainings. The consensus was Literacy and SBAC as back to back days of training and then Math and Science as back to back days of training in the fall. Another round of Level II and Level III will also be offered. If demand for the SBAC training is high enough we could offer a 2nd date.
* C3 Cadre Updates / Direction – Nancy and Dave

Nancy shared about the C3 Cadres and the experience with Cohort 1. There were 15 people. We have 24 people signed up from 6 districts for Cohort 2 that starts next week. South Tama is asking to host cohort 4 in South Tama. They will guarantee 25 people and will invite districts from the area to participate. Some people want us to run it in the summer. The interest is growing.

1. **Art / Music / PE Update**

Sue and Jamie shared the update from Becky Hacker-Kluver. The work is moving forward. The teams will meet again in March to finalize the work and discuss Phase 2 for rolling out the standards. We will have to discuss what it will look like in Curriculum Manager.

1. **Library of Congress Update – Dave**

Dave shared about the conference he presented at last week in Florida. It was good for maintaining the relationship with Library of Congress for some possible future grants for Social Studies work.

Amy Walter shared that she talked with the new rep from NWEA. Jessica is planning to be at the spring regional meetings. She may want to offer a breakout session in the afternoon.

1. **Curriculum Manager Issues**

Sue shared about the storage issues due to one district uploading huge files. We are working around it. It hasn’t been as easy as we originally thought to increase space. Paul has found a temporary fix. He is working to find a permanent fix. We will be sending out an email to everyone once it is corrected and give specifications for what can and can’t be uploaded.

1. **Other**

Textbook inventory – Amy Walter sent a link to the board members and explained the survey and asked if this this is something that we want to do. The survey would have members fill in what textbooks they are using for different subjects. Sue is hesitant to do it since it depends on people filling it out and not everyone uses textbooks anymore. It was suggested that we share the survey with districts to use if they want to gather that information. We can share the survey that Amy Walter created in case districts want to send it out on their own AEA list serve. The question was asked if we want to create a similar survey for what initiatives different districts are participating in. Consensus was that is worth pursuing. Amy Walter will work on that survey.

Amy Walter shared about the Math Resource Guides. They are done for K-8 and posted on the MISIC website. The other pieces that are included in the Resources Guides have not been done for High School yet.

1. **Adjournment**

We will send out the dates for May/June board meeting soon.

Motion by Karen Sandberg to adjourn the MISIC Executive Board meeting. Seconded by MaryDawn Schuck. All Ayes. Motion carried.

Meeting adjourned at 2:05p.m.

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Sue Beers, Executive Director Date

Attest:

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Jamie K Morgan, Project Support/Technology Coordinator