

DEIC Minutes November 7, 2011

- I. **Jan Davis called the meeting to order at 3:40.**
- II. **There was a motion to approve the minutes from the September 19 DEIC meeting.** The committee approved the minutes.
- III. **Volunteer Program Reports:** Committee members from each campus gave teacher feedback on this program. Most of the feedback was not positive. Concerns that were cited included lack of interest, the cost of the fingerprinting process, and the fact that retirees need the income. The question was raised as to whether or not the teacher would still be docked for the absence. Brenda Duhon pointed out a new “Be a Volunteer” area on our district website.
- IV. **Grow Your Own Administrator Reports:** The idea is that campuses will utilize certified personnel to fill-in for an administrator if they must be absent. Feedback from each campus was presented. The consensus is that this plan would be successful and that a substitute should be hired for the teacher working in place of the administrator. The middle schools and the high school have already implemented this plan.
- V. **District Improvement Plan:** Jan Davis distributed copies of the District Improvement Plan along with a summary of proposed changes. DEIC was given an opportunity to read through it and make suggestions. The committee moved to maintain the goal of 96% attendance rate. DEIC approved the District Improvement Plan contingent upon the proposed changes.
- VI. **DEIC Roles and Responsibilities Training:** David Hicks from Region 5 has agreed to come and provide training to fulfill the site-based training component in the District Improvement Plan. DEIC voted for Mr. Hicks to come and DEIC also decided to invite the CIC facilitator from each campus. This training will be at the beginning of the January 23rd DEIC meeting so those facilitators who are not on DEIC can leave after the training.
- VII. **New District Website (Dissemination of Information):** Brenda Duhon gave an overview of the DEIC component of the district website. Information provided here will include items such as members of the committee, minutes from previous meetings, dates of future meetings, and agendas. There was an open discussion about other information that could be posted here as well. Suggestions included surveys and roles of the committee members. To view this information, go to www.pngisd.org, click on the “Faculty and Staff” link, and then click on DEIC.
- VIII. **District CPR Initiative:** The video e-mail sent out on 10-11-11 prompted concern that possibly all of our employees should be certified in CPR. Brenda Duhon shared the following statistics:
 - a. Approximately 150 employees are certified district wide, and their certification must be renewed every two years. Most of these individuals are nurses, sponsors of large

- organizations, coaches, PE /music teachers, special education teachers, and paraprofessionals.
- b. Elementary campuses have approximately five certified per campus.
 - c. Middle school campuses have approximately twenty certified.
 - d. High school has approximately forty certified.

To attain a higher number of certified personnel, the following options were under consideration:

Option 1: Certify all employees with the understanding that they have to be re-certified every two years. Potential obstacles to this plan include the cost of certifications (cards, booklets, CPR dummies, instructors), and time (only six to nine in each session).

Option 2: Provide an overview to all employees with the option for those who are interested to become certified. The overview is part of the certification process. Jennifer Lyles, coordinator of the nurses, was somewhat leery of this option due to liability involved.

Option 3: Offer summer classes to those employees that are interested in becoming certified.

Option 4: Those who are interested in getting certified can attend a course on their own.

The consensus was to conduct a survey to determine which employees are currently certified from outside sources and to find out specific interest in who is interested in becoming certified if CPR classes were offered during the summer. The committee did not feel the district should provide CPR training for all employees.

A suggestion was made for each campus to provide a list of CPR-certified personnel in case of an emergency. The lists should include their extension numbers .

Another suggestion was made that we need to provide the legalities (“Good Samaritan” rule, etc.) to those who are interested in becoming certified before they make their decision.

IX. Calendar Committee: Those interested in being on the calendar committee were asked to sign-up. The meetings will be at WGEA at 3:30, and the dates are as follows:

November 17, 2011

December 13, 2011

January 10, 2012

The meeting was adjourned at 4:30.