

# Districtwide Education Improvement Committee Meeting West Groves Education Center Board Room

September 19, 2011 - 3:30 p.m.

## Minutes

- I. Sarah Guanare called the meeting to order and held an election for new officers.
  - a. The new chairperson will be Jan Davis.
  - b. The new secretary will be Joe Cegielski.
  
- II. Mike Gonzales presented the “Grow Your Own Administrator Program”.
  - a. Mr. Gonzales stated that the idea is to use teachers with their Principal Certification. They will work in place of the principal when the principal cannot be at school.
  - b. Mr. Gonzales would like feedback from the campuses on whether or not a substitute should be hired for a teacher serving in this capacity.
  
- III. Mike Gonzales presented the “District Volunteer Program”.
  - a. Mr. Gonzales stated that the program would be an attempt to use volunteers as substitutes in the classroom. He has met with a group of retired teachers on this subject.
  - b. Mr. Gonzales suggested that a volunteer should be paid for the first day to cover the fingerprinting process. He would like feedback from the campuses on this; as well as, any ideas to make this more attractive to potential volunteers.
  
- IV. Benda Duhon began an overview of the October, 2011 staff development based on teacher input from Campus Improvement Committees throughout the district.
  - a. Staci Gary discussed plans for the elementary campuses in addition to ESL and provided handouts.
  - b. Tanya Davis discussed plans for the middle schools and provided handouts.
  - c. Mary Jane Moore discussed plans for the High School. They will be working on campus-based curriculum planning.
  - d. Jeff Kuchar added that some campuses will be doing CPI and Handle With Care training. This will allow the district to train employees without having to get substitutes for them.
  
- V. Jan Davis led a discussion to set dates for future DEIC meetings. They will be as follows: November 7, January 23, and March 19. At the November meeting, a calendar committee will be formed.
  
- VI. Meeting Adjourned.