

Educational Leadership Measurement Tools Workgroup

Educator Effectiveness Project

USOE Room 156

MINUTES

April 19, 2012: Meeting #9

Present: Jay Blain, Stephen Dimond, Scott Bushnell, Kim Baker, Greg Proffit, Jane Ann Bitton, Vicci Gappmayer, Ann Anderson, Sol V. Garcia, Suzanne Cottrell, Richard Holmes, Steve Laing, Brian Dawes, Barry Graff, Mike Smith, Andrea Rorrer, Morgan Murdock, Kerrie Naylor

Excused: Dixie Allen, Lee Gagon, Ken Rowley, Patrick Garcia, Bob Gentry, Betty Barnum, Tod Johnson, Jeannie Rowland

1. Welcome and Introductions Kerrie (9:00)
 - Roll, travel vouchers, etc.
 - Review Minutes from March 20, 2012 Meeting #8
 - Review Agenda
 - Goals for Today
 - A. Review entire packet for Evaluation Summit
 - B. Discuss the decision about ratings and weighting as recommended by UEPC and Meeting #8
 - C. Assign Tables and Tasks for Evaluation Summit
 - D. Review work that still needs to be completed

Minutes were moved and seconded by Gregg Proffit and Vicci Gappmayer. Minutes were approved as written. The goals for the day were reviewed.

2. Review Work from Meeting #8 and Writing Sub-group Suzanne, Steve, Andrea, Kerrie (9:15)
 - Written document on What does this Document Provide
 - Observation Tool/Form
 - Professional Growth Plan and Self- Assessment
 - Scoring Professional Practice
 - Summative Rating Form
 - Other
 - Conceptual Framework- Flow Chart
 - Crosswalk between types of evidence and UELS
 - Outline of Educational Leadership Manual

The workgroup discussed the items above. They also reviewed the phase-in options for the evaluation system statewide. Discussion about SB 64 and Board Rule R277-531 also occurred. Kerrie informed the group that Senator Osmond will be speaking at the Evaluation Summit on April 24.

BREAK (10:15)

3. What do we want the Summit Participants to know and see? Kerrie (10:30)
 - Assignments for the Summit
 - Table Discussion Guiding Questions

The workgroup agreed that the observation tool and accompanying forms are ready to be shared at the Summit. It was recommended that Steve Dimond describe the tool to the participants at the Summit. Kerrie and Suzanne were recommended to present the workgroup's progress. Kerrie said that she would check with Syd and Linda on this

recommendation. The workgroup discussed the items that they felt would be most important to share with districts and gave input about how the presentation might be delivered. These were exceptional suggestions and Kerrie was able to integrate these ideas into the Summit presentation.

LUNCH (12:00)

4. Weighting the Summative Components – “A Proposal” Andrea Rorror, Kristin Swenson (12:30)

Dr. Kristin Swenson from the Utah Education Policy Center joined the group at lunch time. She and Dr. Rorror presented a proposal for a study that would use the pilot of the leadership evaluation tools to create the most valid and reliable instruments and system possible for measuring leadership effectiveness. Using a Confirmatory Factor Analysis (CFA), the study would test the reliability and validity of the evaluation approach. The approach would also identify the indicators which are stronger and might hold more weight as evidence of leader effectiveness. The workgroup was supportive of this study and recommended moving forward. Kerrie will meet with Syd and Linda.

5. What do we still have to do? Suzanne, Kerrie (1:30)

- Survey Instruments for stakeholder satisfaction
- Final Document in OnTrack
- Final Written Document (Manual)
- Focus Group?
- Pilot Educational Leadership Tools

The list above was discussed. It was suggested that we follow up with a small subgroup to discuss the pilot. Mike, Jay, Morgan, Andrea, Kristin, Suzanne, and Kerrie will meet during the summer. Kristin Swenson will join our workgroup. The decision to have a focus group was postponed until more information is available.

6. Closing Comments and Wrap-up Suzanne and Entire Group (2:45)

The workgroup members were asked how they were feeling about the work that they did this year. Each person commented on the process and product. A summary of the comments is attached.

7. Next Meeting:

- i. April 24: Evaluation Summit, University Park Marriott Hotel, 7:30 a.m.
- ii. Summer Meetings: Possible Dates

The group set two meetings for the summer: May 21st and August 8. Kerrie will send out information on the site for these meeting. Workgroup members do NOT have to meet at 7:30 a.m. for the Summit. There will not be a table exercise.

Thank you.

Lunch will be provided at noon. Thank you for your participation. Minutes will be sent electronically.