



District Improvement Team
Meeting Minutes
October 17, 2016 - Graham High School Library - 4:00 p.m.

Members Present: Sonny Cruse, Robert Loomis, Leticia Coyac, Shondra Seebeck, Cristina Reeve, Kinsey Birdwell, Kim Wyatt, Anne Routon, Natalie Husen, Doris Bazan, Courtney Dobbs, Libby Clark, Vickie Keller, Rachel Lauster
Others Present: Gary Browning, Donna Gatlin

At 4:00 p.m. Mr. Robert Loomis, Assistant Superintendent for Administrative Services, called the DIT meeting to order and welcomed the members and guests. He reviewed the attached Member List and 2016-17 Terms of Office.

Mr. Loomis discussed the responsibilities of the District Improvement Team and directed the DIT members to the Graham ISD Policy OnLine webpage where they can examine the policies that cover the “Planning and Decision Making Process at the District Level.” These policies include BQ Legal, BQ Local, BQA Legal, and BQA Local. The primary responsibilities of the DIT are to advise the GISD Board of Trustees or designee in establishing and reviewing the district goals, objectives, and major instructional initiatives, as well as approving the District Improvement Plan. The DIT committee will meet as necessary to conduct business.

Mr. Loomis presented a new *Campus Elections* form to the DIT committee and discussed how the process for electing new DIT members will be conducted. He announced that he would be emailing a *2017-2018 DIT Candidate Nomination* form to the all GISD staff members with a posted deadline of Friday, October 21st for nominations to be turned into him.

Mr. Sonny Cruse, Superintendent of Graham ISD, briefly discussed procedures that can be employed to assist the DIT members as they review and consider suggestions for updating Graham ISD’s board goals, mission statement, and administrative objectives.

Mr. Gary Browning, Director of Curriculum and Instruction, presented overviews and updated the DIT on the 4 big district initiatives for the current school year. These initiatives include the *Voyager Read Well Program*, a comprehensive K-2 literacy curriculum, the *Trail of Breadcrumbs Writing Trainings* which focuses on grammar and writing skills by including all grade levels and subjects working together to promote a writing-rich culture, the *English Language Proficiency Standards (ELPS)* which includes strategies for learning academic language for English Language Learners in all core areas, and the *Engage2Learn* team which is a team of Graham ISD educators who are designing a district-wide learning framework that will lead to innovation in the classroom. Mr. Browning also presented the *May 2017 Professional*

Development Calendar. This schedule of trainings includes the TTESS or Texas Teacher Evaluation and Support System training schedule.

Mr. Loomis and Mr. Browning shared the 2015-2016 Accountability Rating information with the DIT committee. The four major indexes in the rating system are *Student Achievement*, *Student Progress*, *Closing Performance Gaps*, and *Postsecondary Readiness*. The District as well as all individual campuses “Met Standard”. They also discussed the *Performance-Based Monitoring Analysis System (PBMAS)* results, the *2015-2016 Cross-District STAAR Score Comparisons*, the *2016 GISD Advanced Placement Data*, and the *SAT-ACT Comparison Data*.

Mr. Loomis presented the 2016-2017 District Improvement Plan (DIP) and reviewed the responsibility of the DIT committee to assist with the annual development, evaluation, and revisions of the District Improvement Plan. The purpose of the DIP is to guide district and campus staff in the improvement of student performance for all student groups.

Mr. Loomis informed the DIT committee that Graham ISD’s *Crisis Management Plan* is now online. Graham ISD personnel, students and parents can go to the app store on their smartphones and search for *Crisis Manager* and install their *Campus Emergency Plan* to their devices. The goal is for every student to have access to the plans in case of an emergency.

Mr. Loomis thanked the DIT members who served on the 2016-2017 Calendar sub-committee. He reviewed the duties for the 2017-2018 Calendar sub-committee and requested volunteers for this committee. He noted that he would be emailing a *Calendar Committee Nominations* form to all GISD staff members on Monday afternoon with a Friday, October 21st deadline for all forms to be turned into him.

Future meeting dates of December 5, 2016, March 6, 2017 and May 8, 2017 were presented to the committee.

Mr. Cruse informed the DIT committee that the district is investigating ways to introduce a *Project Lead the Way* program into the 7th and 8th grade curriculums.

The meeting was adjourned at 4:56 p.m.