

MINUTES OF THE MEETING OF THE LUMINARY LEARNING NETWORK BOARD OF DIRECTORS HELD DECEMBER 13, 2016

Pursuant to due notice, a regular meeting of the board of directors of the Luminary Learning Network was held in person at 1390 Lawrence St, Ste 400, Denver, CO 80204.

The meeting was called to order by Mary Seawell, president of the board of directors of the Luminary Learning Network, at 4:40 PM.

Present were:

- LLN board:
 - Mary Seawell, Senior Vice President for Education at Gates Family Foundation and Community Representative and President
 - Janet Lopez, Senior Program Officer at Rose Community Foundation, Community Representative
 - Jen Walmer, Executive Director at Education Reform Now Colorado, Community Representative and Vice President
 - Debbie Hearty, Chief Human Resources Officer at Denver Public Schools, District Representative
 - Frank Coyne, Denver Green School Leader, School Representative
 - Savinay Chandrasekhar, Minds Matter, Community Representative and Secretary
 - Mike Johnson, DPS Board of Education Member, Board Designee
 - Not present: Jennifer Jackson, Cole Arts and Sciences Academy School Leader, School Representative

Others present:

- Jessica Roberts, Executive Director
- Andrew Sullivan, Colorado State Director at Empower Schools
- Julia
- Lucy
- Brent
- Lori N.
- Abby
- Alan Gottlieb, Write. Edit. Think.

Motion to approve 10.19.16 minutes; Mary S.

Discussion: Edited to add Debbie Hearty to list of attendees.

Second: Savinay

All Aye

Motion to approve 11.9.16 minutes

Mary

Second: Jen W

All Aye

Agenda Item #2: Teacher Council Presentation

- Fostering Cross-school intra-zone collaboration
- Teachers from all schools
- First up is Lucy Pfeffer from C3
 - Retreat on November 16
 - Two main concerns
 - LLN role/purpose/impact on teachers
 - Budget transparency
 - Will the zone operate as a buffer?
 - Hope it doesn't add irrelevant "To Dos" to
 - Suggestions
 - Real-life PD that values teacher time
 - Cross-campus sharing of best practices
 - Learning labs
 - Teacher advocacy and voice
 - Main PD focus
 - Social emotional needs of all kids impacting success
 - Planned for zone meeting on Jan 5 (staff from all schools)
 - Discussed TC responsibilities
 - Meet once a month across all four sites
 - Report back to board, staff, and parents
 - Still outstanding: Are there officials and communications that will be planned out to share across all schools? Or will there be a liaison for each school?
 - Share teacher celebrations
 - Representative at board meetings
 - Second Meeting @ DGS
 - Determined agenda for Jan 5 meeting @ Cole
 - Draft and shared purpose statement
 - *Provide structures and supports to take care of whole child by creating action-oriented, collaborative, teacher-driven professional learning opportunities while holding the zone accountable to the community.*
 - Teacher cohorts will meet in classrooms
 - Will brainstorm three cohort topics for future zone PD
 - Gallery walk choosing PD interests for school-based PD
 - Next steps
 - Create school calendars for next year with shared planning days
 - Support school communications on Google Docs to foster cross-school collaboration
 - Board members are welcome at any time at meetings (contact Jessica)
 - Seeing immediate value in creating focused PL for what is relevant to the classrooms

- Lori Nazareno (Center for Teaching Quality)
 - Help Teacher Council create the structures for how it will operate
 - Push to define what teacher leadership looks like, and support skill-building across the schools
 - Goal is to build capacity in teachers by the end of this SY, and mid-next SY at the latest

Agenda Item #3: School Review Presentations

- Each school did a SWOT analysis and rolled up UIP goals as part of school review
- LLN ED (Jess) is responsible for helping review and evaluate the school
 - Review conducted by ED + Executive Coach + 3 External Reviewers (Selected by school leaders and vetted by Jess/Andrew)
 - Some cross-collaboration of reviewers (Prudence from DGS reviewed Cole, Jen from Cole reviewed DGS)
 - School review presentations will be another data point for evaluation of school leaders and schools, and will be shared with executive coach
 - Executive coach will help with tracking to the school review plan
 - End-of-year, evaluation will rely back on the school review presentations
 - May review will inform goals for next year on “school plan” -- Zone will help with alignment across UIP, SPF, School plan
 - UIP goals may not completely align with SWOT analysis because of timing -- in the future, UIP will be high level goals, school plan will be more tactical, and all will be aligned with SPF measures
- Ashley
 - Strong culture and attentive/ready students
 - Opportunity is high-quality instruction and rigor, literacy at all levels, and data-driven instruction
 - Engage NY requires new instructional delivery and major adjustments
- Cole Arts & Science Academy
- DGS
 - “Felt really authentic once we got the right people there.”
 - “Our coach has been in observing four times since last Wednesday.”
- ED + Four school leaders debriefed
 - Change timing
 - Some schools are more data-driven, others are more focused on subjective measures
- Takeaways:
 - It feels like more teacher voice
 - It feels like this is value added for schools and school leaders (taking the broad UIP goals down to more tactical, trackable, levels)
 - It feels like it still provides for innovation and flexibility across schools

Agenda Item #4: Approve Board Roles and Responsibilities & ED Role and Responsibilities

- Section (1)(a) “Holding schools accountable to performance goals and targets...”
 - School reviews 2x/year. Is this a board approval, are we delegating the responsibilities?
 - *Revise the language in (H) to say something like “Understand school performance goals and targets, approving school plans, and ensuring school progress is assessed at least twice a year by the ED/organization.”*
- Section (1)(a) “On behalf of the District, evaluate iZone School leaders...”
 - *Need to develop more detail about what the school leader evaluation process looks like.*
 - **Jess/Andrew: Write up a proposal** -- ED does the evaluation, brings it to the Board for review and up/down vote.
 - **Savinay/Jess: Add this review to a future board meeting to discuss and decide**
 - Evaluation inputs to the district need to come in by February (norming, evaluation, self-assessment, feedback decisions)

Motion to approve Board Roles & Responsibilities (with caveat around two details listed above)

Jen W
Janet L
All Aye

Motion to approve ED Roles & Responsibilities (with caveat around two details listed above)

Mike J
Frank C
All Aye

Agenda Item #5: Conflict of Interest Policy

- What’s missing is the COI related to Evaluation and Supervision (ED providing that for the board, and school leaders are on the board providing that for DPS).
- Does this need to be included explicitly? Or can we provide it in other policies and procedures beyond this document?

Motion to approve COI policy as amended

Jen W
Savinay C
All Aye

Agenda Item #6: Expansion and Next Steps

- Two issues:
 - Does the LLN want to embark on the process to expand?
 - Should we have an application process?
 - Do we need to wait for the district
 - The district makes decisions about its expansion plans

- DPS Board had a discussion on Monday, 12/12:
 - District will issue a call for new innovation zones, and expansion to existing zones (us)
 - Applications will be due Jan/Feb, responses due April, DPS BoE Decision by the end of the school year
 - Does the LLN review schools along with district staff?
- School leaders would like expansion, given:
 - We get more effective and develop policies/procedures, which should be by the end of the year
 - Helpful for DGS to have Middle Schools join
- Gather information with schools
 - NOT recruitment
 - NOT an application
- Two issues:
 - Need to (re)develop trust with the district that we are operating in the collective best interest
 - LLN will wait till January DPS BoE decision to determine what the process is