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*The mission of the Indiana Principal Leadership Institute is to provide building-level principals with the skills and tools needed to increase their personal leadership capacities, as well as to increase the learning capacity of their schools.*

## Indiana Principal Leadership Institute / Advisory Board

### Meeting Minutes

January 20, 2017

*Present:* Todd Bess, Linda Marrs-Morford, Steve Gruenert, J.T. Coopman, Senator Jon Ford, and Lori Davis

*Absent:* Zachary Waggoner, Greg Goode, Rick Burger, Paul Kaiser, Nicole Law, and Michelle Lavin

*Minutes By:* Lori Davis, IPLI Program Coordinator

*Location:* IASP Office, 11025 E 25<sup>th</sup> Street, Indianapolis, IN

*Next meeting:* TBD

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### I. Welcome

Chairperson Todd Bess called the meeting to order at 11:15 a.m. Senator Jon Ford is new to the IPLI Advisory Board as he is filling the vacancy left by Senator Carlin Yoder. Those in attendance introduced themselves to Senator Ford.

### II. IPLI Advisory Board Responsibilities

Linda Marrs-Morford reviewed the criteria of the IPLI Advisory Board. Each member is appointed to a four-year term. The original four-year terms will conclude at the end of this fiscal year. According to the by-laws, the State Superintendent appoints one board member. Indiana State University President, Dan Bradley appoints the remaining positions on the board.

For the past three years, Senator Carlin Yoder served on the board. At the end of his legislative term, President Bradley appointed Senator Jon Ford to the board to represent the Indiana General Assembly. Dr. Todd Bess formally welcomed Senator Jon Ford to the Advisory Board.

Senator Ford introduced himself and shared a brief personal and professional background including his concern for education in Indiana. He shared that he is involved with two education bills that he hopes to put forth in upcoming hearings. There was some general discussion on proposed educational bills that are being brought before the Indiana Legislature. Dr. Bess commented he is grateful that the legislation is giving attention to the pressing issues involving Indiana education.

### III. Director's Report

IPLI Director, Dr. Linda Marrs-Morford presented the Director's report. The report highlighted the following:

- Morford stated we are nearing the end of the fourth year of IPLI and feels that the Institute is getting into a “good groove.” She commended Lori Davis, IPLI Program Coordinator, on handling the operational side of the program. She also stated she is happy with the current content of IPLI but emphasized that it does continue to evolve as the principals’ needs change.

IPLI continues to be focused on the principal as an instructional leader. Dr. Jim Knight from Kansas will be presenting at the upcoming January seminar for Cohort # 4. His expertise is in the area of instructional coaching. He focuses on how principals work with teachers and how to build those relationships. Morford also shared that during the Summer 2017 Seminar, IPLI is bringing in Pedro Noguera who wrote *Excellence through Equity*, which will focus on how schools can support all students.

- Morford highlighted the program stating Cohort #3 principals (in the second year) bring two teacher-leaders to the seminars. Together they study their schools using the *Marzano High Reliability Schools™* model. Data is collected and shared on their schools. Teams analyze the data and develop action research improvement plans for their school. Cohort #3 has 53 principals, 11 mentors, and over 100 teachers attending.

Cohort #4 started this past summer with 11 mentors and 65 principals, which is also the largest cohort to date. In their first year of the program, principals look at their leadership capacity and try to become a better leader in their schools.

- IPLI is now accepting applications for Cohort #5. Todd Bess added that the Indiana Association of School Principals works closely with IPLI, and they will also start doing “advertisements” for IPLI in their upcoming spring meetings. Morford shared the current IPLI brochure which went out to all attendees at the IASP Fall Professionals Conference in November. The IPLI brochure was also shared at the IAPSS Superintendents’ Conference in December. Morford thanked Todd Bess and Tim McRoberts of IASP and J.T. Coopman of IAPSS for assisting with IPLI recruitment efforts. Morford also shared that IPLI is accepting nominations for mentors for Cohort #5.
- Morford stated that every year IPLI is required to complete an *Annual Report* to the state legislature. Past reports are available on the IPLI website and include post-seminar exit survey results, end-of-program survey results, and survey results from superintendents with principals in the program, which is currently at 100 percent favorability.

While IPLI would like to be able to show we are impacting and improving student achievement, the issues with standardized testing is preventing viable data and is currently not possible. IPLI does track school letter grades of all participating schools.

Each year IPLI also creates an annual *Impact Statement* which is an abbreviated form of the *Annual Report* that features highlights of the program. This year’s report includes a few short stories about the action research being conducted and how IPLI is impacting principals. The report also shows cohort data of each group. Our principals are using an Action Research Model, and they present their projects at the end of the cohort year. All of this information is disseminated on the IPLI website. The current *Impact Statement* also includes a story from Wayne Township and how they are incorporating action research into their entire district.

Several principals also presented their projects at the IASP Fall Conference, which allows IPLI to share information with all Indiana principals.

- IPLI has increased its online presence the past year including an updated website. Items included on the website include summaries of completed action research studies, pictures from previous seminars, a calendar of events, and copies of all publications including the IPLI newsletter which is published 4-5 times a year. Newsletter content includes information on upcoming events and past seminar reviews. Morford has created a section entitled “Ideas to Ponder,” which includes ideas principals can implement immediately to improve their schools. IPLI also tries to recognize participants on their achievements and include information on INALI as well as any upcoming application or registration information. The newsletter is currently being sent out to 800 individuals.

Also on the website is the IPLI Blog which is updated approximately every two weeks. These blogs are usually created by our IPLI Mentors. Morford also shares interesting educational news stories via Twitter 5-10 times a day.

- Personnel issues continue to change with IPLI as needs arise. At the present time, Morford and Davis are the only two full-time employees with a student worker helping out as needed. Beginning this month, IPLI will begin a pilot one-on-one mentoring program. IPLI has hired Rhonda Roos, former Cohort 1 mentor, to provide mentoring to two former IPLI principals interested in one-to-one coaching to help improve their schools.
- IPLI will continue to offer ongoing support to IPLI graduates. Graduates are invited to hear new speakers. There will be 130 additional people coming to hear Dr. Jim Knight during the January seminar.
- Morford reviewed the partnerships involved with IPLI including the Indiana Association of School Principals, the Indiana Association of Public School Superintendents, MSD of Lawrence Township, Marzano Research Laboratory, and the School Leader Collaborative (consisting of IPLI, IASP, and principal associations in Illinois, Missouri, Wisconsin, and Washington).
- Morford asked the Advisory Board to begin thinking about possible candidates for the 2017 Annual IPLI Service Award.

#### **IV. Budget**

Morford provided a budget report consisting of all four years of IPLI. Morford stated ideally she would like to carry enough funds over each year to support a final year if IPLI was not refunded. She is projecting a possible carryover of around \$29,000 at the end of this year. Next year's expenses will be higher due to the fact that Cohort 4 is a larger group and two teachers will be attending resulting in additional expenses for food and supplies.

#### **V. INALI**

Todd Bess presented information about the Indiana New Administrator Leadership Institute (INALI) including a brief background of the program to update Senator Ford. Bess said that one of the challenges of INALI is the registration of new members. In many districts, new administrators are not on board till after July. The New Administrator Workshop is held mid-July, and participants are assigned to regional groups at that time. With registrations coming in after the July workshop, it makes it difficult to finalize these regional groups. Oftentimes, additional mentors have to be identified at the last minute. Hopefully, in the future, INALI will be able to utilize outgoing IPLI mentors if needed. The first year INALI had 46 participants and 4 mentors; the second year consisted of 52 participants, and the current cohort has 70 participants. The increase in number shows a need for this type of program. Bess stated that there is no current legislative funding for this program. Corporations contribute \$1000 per participant; however, the bulk of the expense is funded mainly by the IASP office.

#### **VI. IPLI Future**

Continued funding is the main concern for the future of IPLI. Greg Goode will be working with legislators on continued funding. Senator Ford stated he would be speaking with Greg Goode in the near future regarding IPLI. Morford stated the importance of building a positive relationship with the new state superintendent, allowing IPLI and the DOE to work together going forward.

## **VII. Other**

Morford shared information about the upcoming IPLI Seminars and invited the Advisory Board to attend the seminars. The upcoming seminar dates are as follows:

- January 23, 2017: IPLI Cohort #3 Seminar at Lawrence Township
- January 24, 2017: IPLI Cohort #4 Seminar at Lawrence Township
- February 7, 2017: INALI Seminar & Cohort #2 Graduation at Lawrence Township
- April 10, 2017: IPLI Cohort #3 Seminar at Lawrence Township (Showcase of Schools & Graduation)
- April 11, 2017: IPLI Cohort #4 Seminar at Lawrence Township (Action Research Showcase)
- July 11-13, 2017: IPLI Summer Institute at ISU

## **VIII. Next Advisory Board Meeting**

Two meetings a year are required for the Advisory Board. It was decided to wait to set the next IPLI Advisory Board meeting until after continued funding is confirmed. At that time, new appointments would be made after discussion with President Bradley.

The meeting adjourned at 12:30 p.m.