

Indiana Principal Leadership Institute / Advisory Board

Meeting Minutes

December 10, 2013

Present: Dr. Todd Bess, Rick Burger, Dr. John T. Coopman, Dr. Steve Gruenert, Dr. Paul Kaiser, Michelle Lavin, Honorable Carlin Yoder, Dr. Linda Marrs-Morford. IPLI Staff Members: Lori Davis & Mary Ray. Karla Kelley attended the meeting via video conferencing.

Absent: Nicole Law

Meeting Location: Beech Grove City School, Beech Grove, Indiana

I. Welcome

Indiana Principal Leadership Institute Director, Dr. Linda Marrs-Morford called the first meeting of the Advisory Board to order. Introductions were made by each member in attendance. Each board member received an IPLI Advisory Board Manual.

II. Advisory Board Duties & Chairperson Election

Dr. Marrs-Morford went over the handbook explaining how the Advisory Board was put together and stating that the board is required to meet twice each year. The responsibilities of the Advisory Board were discussed.

The first official order of business was to elect a chairperson to oversee the meeting. Dr. Paul Kaiser nominated Dr. Todd Bess as Chairperson, seconded by Dr. John T. Coopman. No other nominations were made. A verbal vote was taken; motion carried. Dr. Bess then took charge of the meeting.

III. Discussion

- Dr. Todd Bess explained to the board what has transpired with the Institute to date. He gave information and updates from the past three seminars including the November seminar coinciding with the IASP Fall Conference.
- Dr. Kaiser asked for more information on the roles of the Mentors.
- Dr. Steve Gruenert explained the conceptual model (see handbook). The program is a way to help schools improve. IPLI builds on the strengths of IPLA, but has added some additional components such as use of the action research model and regional focus cohorts that meet monthly. IPLI is a two-year program. Year one is designed to help the principals improve their leadership capacity, and year two is designed to focus on building the capacity of the school through the school improvement planning process. In addition to the principal, in year two, two additional members of the school improvement teams will be invited to attend the seminars and be part of the planning sessions. Participants are divided into regional focus-cohort groups and assigned a mentor to meet monthly with them, conduct site visits, and provide weekly contact with the principals. It was noted that the mentors are not the authority of the program but the facilitators. The design team provides the resources to the mentors who in turn aid their assigned

participants. It was also noted that the mentors were selected based upon their success at the principal level.

- Dr. Gruenert and Dr. Marrs-Morford discussed with the board the benefit of possibly having future mentors be recently retired administrators. Dr. Bess explained to the group that a lot of time is needed to make schools successful and that more time at the mentor level may need to be provided in the future. Dr. Kaiser inquired about the possibility of an individual going out to visit the schools on a full-time basis.
- Dr. Bess inquired to Dr. Marrs-Morford on how she felt the program was progressing. Dr. Marrs-Morford admitted that it has been an intense six months but overall the feedback she is receiving has been very good. She encouraged the board to review the manual which contains information on the past seminars as well as the exit survey results from the participants. The feedback she is receiving from principals and mentors indicates that the seminars are excellent, but participants admit the biggest help has been having the regional focus-cohort groups. Mentors and principals are learning from each other and problem-solving together. Dr. Marrs-Morford also gave an example of how one mentor arranged visits to other schools for the principals to help them learn more about a specific topic of interest.
- Dr. Marrs-Morford and Dr. Gruenert explained how the Action Research Model is used in the program. The past two seminars have focused on participants developing their action research projects. Dr. Gruenert explained that the first six months of the program needs to address an inward focus on participants – increasing their leadership capacity.
- Senator Yoder inquired how participants are selected. Dr. Gruenert explained that the first year cohort was selected on very short notice because of the date the bill was signed into law (late May); so in turn, everyone who applied was accepted. The next cohort, however, will be selected under much more control. Dr. Marrs-Morford explained the application process. Dr. Coopman has invited Dr. Marrs-Morford to attend the IAPSS District Meetings to explain the IPLI program to superintendents. Dr. Bess also mentioned that the second cohort process was launched at the IASP Conference in November.
- Dr. Bess inquired to the next steps of IPLI. Dr. Marrs-Morford explained that she will be going to the Senate and House budget committee meetings in December and January to give an IPLI update with a formal presentation. She also explained the role of the IPLI Communication Department and their assistance in these upcoming meetings. Senator Yoder expressed his support to aid in gaining awareness with the Senate.
- Dr. Marrs-Morford shared that IPLI is developing resources to support all Indiana principals. These will be available on the IPLI website: <http://www.indianapli.org/>. IPLI has also taken a very active role in social media networks such as Twitter and Facebook.
- Dr. Kaiser recommended IPLI participants send out letters to their legislators with Senator Yoder confirming this importance. While this was addressed at the September seminar, Dr. Marrs-Morford will follow up with participants encouraging them to write these letters.

- Dr. Kaiser also inquired about the number “50”. It was discussed that having 50 participants is a manageable number with the mentoring process and this will allow a more intensive, one-on-one hands on approach. Dr. Marrs-Morford emphasized how many of the resources being developed for IPLI are available to all Indiana principals.

IV. Wrap Up

- Dr. Bess inquired about when the Advisory Board would meet again. While spring is the planned time to meet, Dr. Gruenert would like the Advisory Board to attend a seminar so they can see firsthand what is going on at these seminars and to be able to talk to the participants. Board members were asked to hold April 21st open, an IPLI Seminar day.
- Suggestions were made about centrally located places to hold the meetings and seminars. Board members will give thought to places to possibly hold these seminars.
- Dr. Bess raised the question as to what is being done to assist the “D & F” schools, and does IPLI’s vision for institutes go beyond the cohorts and possibly include additional support for lower-grade schools, superintendents, etc.? Dr. Marrs-Morford shared some of her ideas for additional support for these schools and future possible programs for superintendents, teachers, etc.
- Senator Yoder asked “Who is IPLI looking for in a candidate?” Dr. Marrs-Morford explained the institute is looking for someone who wants to better themselves, who is motivated, and wants to be a good leader.
- It was also asked “What does IPLI need from the Advisory Board?” Dr. Marrs-Morford is looking for board members who will offer feedback, guidance, and provide overall support and in general be an advocate for the program.

V. Adjournment

The meeting adjourned at 5:30 p.m.