

MINUTES
OF THE
MAINE PRINCIPALS' ASSOCIATION
PROFESSIONAL MANAGEMENT COMMITTEE
NOVEMBER 7, 2013

A meeting of the Professional Division Management Committee was held on Thursday, November 7, 2013 at the MPA office in Augusta.

MEMBERS PRESENT: Kimberly Buckheit, Chris Cunningham, Kelli Deveaux, Deborah Emery, Suanne Giorgetti, Nichole Goodspeed, Dianne Helprin, Cindi Kostis, Donna Lisnik, Don Reiter, Jane Stork, Paul Theriault, and Rick Wilson.

MEMBERS ABSENT: Mike Chadwick, Michael Eastman, Chris Elkington, Kathryn Hersom, Nick Ithomitis, John Keane, and Michael Poulin.

LIAISONS PRESENT: Jill Adams, Steve Bailey, and Barbara Gunn.

GUEST PRESENT: Maggie Allen.

STAFF PRESENT: Mike Burnham, Jeanne Crocker, Gerry Durgin, Dick Durost, and Patty Newman.

CALL TO ORDER: President Reiter called the meeting to order at 9:32 a.m.

MINUTES: It was MOVED (Wilson), SECONDED (Lisnik), and VOTED UNANIMOUSLY to approve the minutes of September 25, 2103.

FINANCIAL REPORTS: It was MOVED (Kostis), SECONDED (Deveaux), and VOTED UNANIMOUSLY to accept the September 30, 2013 financial reports. There were no cash transfers.

REPORTS:

A. Executive Director Richard Durost and staff reported the following:

- Dick Durost referred to the membership report for October 31, 2013 and indicated that membership is currently at 794. He indicated that he is working to obtain a report from the Department of Education which would help in determining the actual membership pool. He briefly reported on the positive relationship with MADSEC and that it's a pleasure to have them within the office. He then provided a brief legislative report and indicated that the executive directors of MSMA, MEA, MADSEC, MSSA, and MPA still continue to meet regularly.

- Gerry Durgin reported on the success of the inaugural golf tournament which raised funds to support additional scholarships to be drawn at the annual Honors Luncheon and to support the Student Advisory Council. He then reported on an agreement recently reached with Berlin City Auto to provide three \$1,000 scholarships at the annual Honors Luncheon. It should be noted that Mr. Durost and the committee commended Mr. Durgin for a job well done.
 - Jeanne Crocker reported on the Assistant Principals' Conference held on October 28-29. Jeanne Crocker is transitioning as the staff person for the Assistant Principals' Committee. She then reported that the upcoming fall conference and new format. She then expressed concern for the future of the spring and fall conferences and respectfully requested input on the viability of the two conferences and whether one annual conference should be considered. She then reported that the Curriculum & Instruction Committee will be hosting a meeting on January 17 for school administrators interested in Common Core implementation. The goal will be to create "Common Core: A Guide for Maine School Administrators." She provided a brief update on Leadership Maine and indicated that the New Administrator Induction Committee is beginning the process to promote a bill in making mentoring mandatory in the 127th legislative session.
- B. Maine School Superintendents' Association Liaison Steve Bailey reported on MSMA's new leadership, Executive Director Connie Brown and Associate Executive Director Elaine Tomaszewski. He then reported on an initiative to provide leadership training to school board members, the work being done to create a positive message about the superintendent's job, and the need for support and the development of a coaching model for the position. He also reported on the budget process, policy, evaluation, staffing, and that the administrator recertification process has been in effect since the 1980s but a meeting is taking place on December 13 to review the process.
- C. NASSP State Coordinator – No report.
- D. NAESP State Representative Deborah Emery reported on the Northeast Regional Meeting, NAESP's Policies and Politics report released every Tuesday, E-rate funding, President Obama's ConnectED plan, and membership.
- E. MADSEC Executive Director Jill Adams expressed her appreciation for the office space and that the arrangement is great for both associations. She reported on the fall conference recently held in collaboration with the Maine Department of Education and that MADSEC is experiencing the same issues with low conference registrations. She then reported on IEPs and Common Core. Barbara Gunn then reported on superintendent's agreements. Mr. Durost then presented Barbara Gunn with a certificate of appreciation for her service to the committee.

AUDITOR'S REPORT: Mr. Durost reported on the 2012-2013 audit report. He stated the Financial Affairs Committee will be meeting with the auditors in early December to review the report in detail.

RESOLUTIONS: Maggie Allen, Chair of the Resolutions Committee, was in attendance to present the following resolutions for consideration:

Teacher Shortage

WHEREAS, the U.S. Department of Education predicts two million teachers will be needed nationwide over the next decade to compensate for retirement and enrollment growth;

WHEREAS, Maine is experiencing a shortage of qualified teachers particularly in areas such as modern languages, mathematics, sciences, and special education;

WHEREAS, a majority of Maine's teachers are approaching retirement;

WHEREAS, young people are choosing careers other than education;

WHEREAS, a significant number of teachers leave the profession at the beginning of their careers;

WHEREAS, salaries and benefits, a lack of professional respect and support, and complex teacher certification requirements discourage people from entering and remaining in the teaching profession;

THEREFORE, BE IT RESOLVED that the Maine Principals' Association calls for action at the local and state levels to address the teacher shortage with creative, flexible responses to enhance the attractiveness of the teaching profession, to encourage entry, and to provide meaningful induction programs for beginning teachers.

Adopted: 4/02

Following discussion, it was MOVED (Cunningham), SECONDED (Emery), and VOTED UNANIMOUSLY to remove the resolution on Teacher Shortage and forward the recommendation to membership for approval at the fall meeting.

Truancy/Compulsory School Attendance

WHEREAS, the Maine Principals' Association recognizes that students who do not attend school on a regular basis develop gaps in their learning;

WHEREAS, the Maine Principals' Association recognizes that attendance patterns set in the early years of school often continue through secondary schooling and the work place;

WHEREAS, ~~an educated and informed citizenry is the backbone of our communities, state, and nation;~~ populace is essential to the preservation of the rights and liberties of the citizenry;

WHEREAS, all persons, including parents and students, should ~~learn respect for the law;~~ understand the potential ramifications of Maine's Compulsory Education Law;

THEREFORE, BE IT RESOLVED that the Maine Principals' Association urges the Legislature to enact effective laws relating to school attendance and truancy that are clearly and properly enforceable within the state's legal system and other agencies to devise means of holding students, families, and schools accountable for school attendance;

BE IT FURTHER RESOLVED that the Maine Principals' Association urges the Legislature to support local school units by enacting effective laws relating to school attendance and truancy. This action will ensure that school administrative units have the funding for resources and personnel devoted to creating systems which will reduce school truancy at all levels of public education.

Adopted: 11/95

Following discussion, it was MOVED (Goodspeed), SECONDED (Deveaux), and VOTED UNANIMOUSLY to accept the revised resolution on Truancy/Compulsory School Attendance as presented and to forward the resolution to the membership for approval at the fall meeting.

Evaluation of Building Administrators

WHEREAS, it is vital that all building administrators lead the challenge to prepare all students for the complex demands of the 21st Century;

WHEREAS, the administrative evaluation process should result in improved student achievement;

WHEREAS, it is imperative to have on-going supervision and evaluation of school leadership as key components to stimulate and ensure continuous communication regarding job performance;

WHEREAS, evaluation systems must be based on clear standards; use multiple measures of effectiveness, including student achievement and growth as a significant factor; use a four-level rating scale; be conducted regularly; and must provide specific, timely and relevant feedback to administrators that is used to direct and support professional growth;

WHEREAS, it is necessary for building administrators to be provided with standards, such as the Interstate School Leaders Licensure Consortium (ISLLC) Standards, for self-reflection, goal setting, and evaluation;

THEREFORE, BE IT RESOLVED that the Maine Principals' Association endorses evaluation practices that include self-evaluation and reflection, collaborative goal setting, on-going dialogue with the supervisor, and formal written evaluations of job performance.

Adopted: 11/96; Amended: 4/07

Following discussion, it was MOVED (Goodspeed), SECONDED (Wilson), and VOTED UNANIMOUSLY to accept the revised resolution on Evaluation of Building Administrators as amended and, pending the approval of the amendment by the Resolutions Committee, forward the resolution to the membership for approval at the fall meeting.

Induction and Mentoring of New Administrators

WHEREAS, the role of school administrators is increasingly complex and demanding;

WHEREAS, attracting and retaining high quality leaders are essential for continuous school improvement;

WHEREAS, in recent years, the number of people certified as administrators has increased, while the number of people applying for administrative positions has decreased;

WHEREAS, school administrative units and experienced administrators have a responsibility regarding the successful induction and effective mentoring of new administrators;

WHEREAS, the Maine Principals' Association seeks to support new administrators by providing them with experienced and trained mentors;

THEREFORE, BE IT RESOLVED that the Maine Principals' Association supports a formalized induction process with a coordinated mentoring component that meets the needs of new administrators;

THEREFORE, BE IT FURTHER RESOLVED that the Maine Principals' Association supports legislation that mandates all first year principals and assistant principals have an assigned mentor.

Adopted: 4/07

Following discussion, it was MOVED (Goodspeed), SECONDED (Kostis), and VOTED UNANIMOUSLY to accept the revised resolution on Induction and Mentoring of New

Administrators as presented and to forward the resolution to the membership for approval at the fall meeting.

~~Extended School Year Calendars~~ **Year-round Learning Opportunities**

WHEREAS, traditional school year calendars were created primarily to accommodate the needs of an agricultural society;

WHEREAS, many developmental and educational needs are in direct conflict with the confining structures of existing school calendars;

WHEREAS, year-round learning opportunities provide more opportunities for appropriate and improved learning experiences for students and staff;

WHEREAS, numerous and significant initiatives in education impact teaching and learning;

THEREFORE, BE IT RESOLVED that the Maine Principals' Association encourages school districts to involve all stakeholders in comprehensive discussions and analyses for the need and feasibility of year-round learning opportunities.

LET IT BE FURTHER RESOLVED that the Maine Principals' Association urges the legislature to appropriate fiscal resources to support year-round learning opportunities.

Adopted: 11/01

Following discussion, it was MOVED (Giorgetti), SECONDED (Cunningham), and VOTED UNANIMOUSLY to accept the revised resolution on Year-round Learning Opportunities as amended and to forward the resolution to the membership for approval at the fall meeting.

REGIONAL MEETINGS/GRANT PROPOSALS: An application for regional support was received from the Women Administrators of Cumberland and York County. Following discussion, it was MOVED (Wilson), SECONDED (Kostis), and VOTED UNANIMOUSLY to grant the Women Administrators of Cumberland and York County \$600 to purchase the book, Leverage Leadership: A Practical Guide to Building Exceptional Schools, for its members.

SELECTION COMMITTEES FOR MAINE'S 2014 HIGH SCHOOL PRINCIPAL OF THE YEAR, MIDDLE LEVEL PRINCIPAL OF THE YEAR, NATIONAL DISTINGUISHED PRINCIPAL, AND ASSISTANT PRINCIPAL OF THE YEAR: Jeanne Crocker reported on the principal of the year programs. Following discussion, it was MOVED (Deveaux), SECONDED (Kostis), and VOTED UNANIMOUSLY to approve the selection committees, as presented.

2014 Principal of the Year – The following people are previous Principals of the Year:

Pender Makin, The REAL School, RSU 14
Jud McBrine, Washington Academy, East Machias
Ted Moccia, Oxford Hills Comprehensive High School, South Paris
Bob Stevens, York High School
The chair of the committee is Bob Stevens, York High School.

2014 Middle Level Principal of the Year – The following people are previous Middle Level Principals of the Year:

Kim Buckheit, Troy Howard Middle School, Belfast
Michael McCarthy, King Middle School, Portland
Gary Oswald, Mt. Blue Middle School, Farmington

The chair of the committee is Kim Buckheit, Troy Howard Middle School, Belfast.

2014 National Distinguished Principal – The following people are previous National Distinguished Principals:

Dianne Helprin, Pemetec Elementary School, Southwest Harbor
Kathryn Hersom, Canal School, Westbrook
Jane McCall, Hilltop Elementary School, Caribou

Lori Smail, Farrington Elementary School, Augusta

The chair of the committee is Deborah Emery, Cottrell (Henry L.) School, Monmouth, NAESP State Liaison.

AD HOC GOVERNANCE COMMITTEE REPORT:

Proposed Revised Constitution and Bylaws – Mr. Durost reported on the feedback received on the proposed changes to the Constitution and Bylaws at the three regional meetings attend by President Reiter and himself. He indicated that one consistent concern heard was with regard to the seven member Board of Directors and the serving of two, three year terms. As a result of this concern, he distributed a proposal that suggested that consideration be given to a seven member Board of Directors but serving a single four year term. In each year, a president-elect would be elected from with the Board. Following discussion, it was MOVED (Wilson), SECONDED (Kostis), and VOTED UNANIMOUSLY to support the proposal as presented.

MAINE SUMMIT – CRISIS IN THE PRINCIPALSHIP: Mr. Durost reported on the potential crisis in the principalship in Maine. A planning committee has met twice to develop a summit on the principalship to be held in mid-January.

MPA DEVELOPED PRINCIPAL EVALUATION SYSTEM: Jeanne Crocker urged the committee to view the Principal Evaluation System which was created by the Supervision and Evaluation Committee which can be found on the MPA website. She reported that districts may adopt the system in its entirety or edit and revise the evaluation system to meet local needs. She also reported that a concurrent session will be taking place at the fall conference to discuss the document.

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DAVIS FAMILY FOUNDATION GRANT APPLICATION: Jeanne Crocker presented the Davis Family Foundation grant application for consideration. It was MOVED (Kostis), SECONDED (Deveaux), and VOTED UNANIMOUSLY support the grant application.

OTHER BUSINESS: None.

NEXT MEETING DATE(S): The next meetings will be held on January 30, 2013 (Board of Directors), March 26, 2014, and May 1, 2014.

ADJOURNMENT: There being no further business before the committee, the meeting adjourned at 12:10 p.m.

Respectfully submitted,

Richard A. Durost
Executive Director

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