

MINUTES OF  
CALLED WORK SESSION  
November 4, 2013

The called work session meeting of the Whitfield County Board of Education was held at the Whitfield County Central Office on November 4, 2013. Chairman Louis Fordham called the meeting to order at 5:37 p.m.

Present were the following board members:

Thomas Barton  
Louis Fordham  
Rodney Lock  
Tony Stanley  
Bill Worley.

Others present:

Judy Gilreath, Superintendent  
Karey Williams  
Rhonda Yim  
Mike Ewton  
Eric Beavers  
Carolyn Weaver

**Adoption of Agenda**

Chairman Louis Fordham recommended the board members adopt the agenda as presented. Rodney Lock moved approval and Bill Worley seconded. The board approved 5-0.

**Executive Session**

Superintendent Judy Gilreath recommended the board members move into executive session to discuss personnel and sale of real estate. Chairman Louis Fordham said that a recommendation had been made to move into executive session. Tony Stanley moved approval and Bill Worley seconded. The board approved 5-0.

**Adjournment**

The board members having taken no action in Executive Session adjourned Executive Session at 6:07 p.m. Rodney Lock moved approval and Thomas Barton seconded. The board approved 5-0.

Meeting was adjourned at 6:07 p.m.

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Secretary

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Chairman

## MINUTES OF BOARD MEETING

November 4, 2013

The regular meeting of the Whitfield County Board of Education was held at the Whitfield County Central Office on Monday, November 4, 2013. Board Chairman Louis Fordham called the meeting to order at 6:30 p.m.

Present were the following board members:

Thomas Barton  
Louis Fordham  
Rodney Lock  
Tony Stanley  
Bill Worley

Also present were the following staff members:

|                |                 |
|----------------|-----------------|
| Judy Gilreath  | Audrey Williams |
| Karey Williams | Wanda Phillips  |
| Rhonda Yim     | Daniel Theis    |
| Mike Ewton     | Carolyn Weaver  |
| Eric Beavers   |                 |

Also present:

A list of the public in attendance is a part of the backup minutes.

### **Adoption of Agenda**

Chairman Louis Fordham recommended the board members adopt the agenda as presented. Rodney Lock moved approval and Bill Worley seconded. The board approved 5-0.

### **Pledge of Allegiance**

Lindsey Caldwell, 5<sup>th</sup> grader at Westside Elementary School, asked the audience to stand as members of the 5<sup>th</sup> grade and a couple of the 4<sup>th</sup> grade chorus led the pledge of allegiance.

### **Moment of Silent Reflection**

Louis Fordham asked everyone to observe a moment of silence.

### **Inspiration**

Members of the 5<sup>th</sup> grade chorus along with a couple of 4<sup>th</sup> graders from Westside Elementary sang a song honoring Veterans. The title of the song is "A Grateful Nation." They shared brief thoughts about being thankful for all that our Veterans did for us. They talked about the beautiful time of the year with autumn and Thanksgiving and all that we are blessed with. The board thanked them for the great job that they did and for remembering our Veterans as Veterans Day is Monday, November 11, 2013.

### **Recognitions and Presentations**

Southeast High One Act Play – Region Championship

Louis Fordham and Rodney Lock presented the following certificates to the Southeast High School One Act Play for winning region for the play, *The 39 Steps*. They will go to state on November 9, 2013. Alana Sane, Director, told the board that the play has 50 characters that were played by only four actors. The entire cast was named best actress and actors for the region. All other members were part of the crew.

|                               |                 |
|-------------------------------|-----------------|
| Roberto Duarte                | Edgar Corona    |
| Clarissa Galaviz              | Bethany Reddix  |
| Sarah Miller                  | Victoria Miller |
| Marcela Muniz                 | Roman Ponce     |
| Savannah Cross – Best Actress | Emily Pearce    |

Destyni Wilson  
 Roberto Guzman  
 John Lee – Best Actor  
 Alana Sane – Director  
 Ethan Dempsey – Assistant Director

Gavin Pippin  
 Triston Findley – Best Actor  
 Michael Koop – Best Actor  
 Debby Barto – Costume Designer

The board and Dr. Gilreath congratulated the students on a great job and wished them good luck as they go to state.

Dr. Billie Abney – 2013 CHADD Educator of the Year

Dr. Billie Abney, a science teacher at Southeast High School, was presented a certificate of congratulations for being named the 2013 CHADD (Children and Adults with Attention-Deficit Hyperactivity Disorder) Educator of the Year. Louis Fordham asked Dr. Abney if she would share a few thoughts with the audience. First Dr. Abney said it was wonderful to be back teaching and at Southeast High School. She wanted to thank her principal Denise Pendley and her colleagues Greg and Jackie Bailey. She said that the classroom is different and designing instruction should have every child in mind to ensure that all students will be successful. She thanked the board for the support that they give the school system.

North GA Fair Art Winners for Whitfield County Schools

Louis Fordham told the board that we had a lot of entries at the fair. Louis said Dr. Gilreath was personally going to all of the schools and presenting certificates to all of the winners. Louis said that it is great to see so much student participation. Louis called out the names of the 1<sup>st</sup> place winners:

|  |                        |  |
|--|------------------------|--|
| Hayden Burns – 1 <sup>st</sup> Grade                                     | Westside Elementary    | Textiles                                       |
| Liddy Green – 3 <sup>rd</sup> Grade                                      | Westside Elementary    | Pencil, Charcoal, Ink, or Crayon               |
| Christian Gleaton - 2nd Grade  | Tunnel Hill Elementary | Collage and Mosaic                             |
| Helen Aragon - 2nd Grade   | Tunnel Hill Elementary | Textiles                                       |
| Rylei Brown - 3rd Grade  | Tunnel Hill Elementary | Printmaking                                    |
| Ms. Ciliberto's Class - 4th Grade  | Varnell Elementary     | Collage and Mosaic                             |
| Tristyn Curry - 5th Grade  | Beaverdale Elementary  | Sculpture                                      |
| Kristina Thompson - 4th Grade  | Westside Elementary    | Textiles                                       |
| Morgan Belflower - 5th Grade   | Tunnel Hill Elementary | Computer Art and Graphic Design                |
| Lindsey Caldwell - 5th Grade   | Westside Elementary    | Printmaking                                    |
| Emma Ridley - 4th Grade  | Westside Elementary    | Green Art Project                              |
| Rocio Soto-Gomez - 8th Grade   | Eastbrook Middle       | Sculpture (Paper, Wire, Mache, and Wood)       |
| Mollie Baxter - 8th Grade  | Eastbrook Middle       | Pottery  |
| Jasmine Vejar - 7th Grade  | Eastbrook Middle       | Printmaking                                    |
| Saira Carrillo - 8th Grade   | Eastbrook Middle       | Green Art (90% of art must be made with        |
| Luis Guzman - 12th Grade   | Southeast High School  | Pencil, Charcoal, Ink, Crayon                  |
| Danielle Rosales -9th Grade  | Northwest High School  | Sculpture and 3rd Place: Calligraphy           |
| Austin Pyron - 12th Grade  | Northwest High School  | Calligraphy and 3rd Place: Sculpture           |
| Emily Odum - 11th Grade  | Northwest High School  | Mixed Media                                    |
| Sarah Davenport - 10th Grade   | Northwest High School  | Green Art (90% created from recycled products) |
| Hayden Hightower, Luis Guzman, Gerardo Rodriguez - 12th Grade Group Work |                        | Southeast High School                          |

### Hearing of Individuals

None

## **Approval of Minutes – October 14, 2013**

Louis Fordham recommended that the minutes be amended. Under Operations, Disposition of the Old Westside Headstart Building, Louis felt like the word engaging made it sound like we were going to hire a realtor and that is not what we want to do. He said that the board just asked Mike to seek guidance and advice with a realtor to see what are our best options are at this time. Louis Fordham recommended the board approve the amendment to the minutes and to approve the minutes as presented. Louis Fordham moved approval and Thomas Barton seconded. The board approved 5-0.

### **Purchase Orders over \$25,000.00**

Louis Fordham presented the following purchase orders for approval. He said that these are paid out of ESPLOST.

| <u>Vendor</u>                  | <u>Description</u>                                 | <u>Amount</u> |
|--------------------------------|--|---------------|
| G-Tech Security Solutions, Inc | License and setup of Software for Security Cameras | \$140,860.00  |

Louis Fordham recommended the board approve the Purchase Order, G-Tech Security Solutions. Bill Worley moved approval and Tony Stanley seconded. The board approved 5-0.

|                |                     |             |
|----------------|---------------------|-------------|
| Dell Computers | Optiplex Mini Tower | \$33,336.90 |
|----------------|---------------------|-------------|

Louis Fordham recommended the board approve the Purchase Order, Dell Computers. Rodney Lock moved approval and Bill Worley seconded. The board approved 5-0.

|                |                                      |             |
|----------------|--------------------------------------|-------------|
| Dell Computers | Camera Server/Windows Server License | \$27,949.04 |
|----------------|--------------------------------------|-------------|

Louis Fordham recommended the board approve the Purchase Order, Dell Computers. Louis Fordham moved approval and Rodney Lock seconded. The board approved 5-0.

|                |  |             |
|----------------|--|-------------|
| Dell Computers | Laptops/Replicator/Desktop/Upgrade License | \$39,695.80 |
|----------------|--|-------------|

Louis Fordham recommended the board approve the Purchase Order, Dell Computers. Bill Worley moved approval and Rodney Lock seconded. The board approved 5-0.

|                |                            |             |
|----------------|----------------------------|-------------|
| Dell Computers | Laptops/Replicator/Desktop | \$55,693.00 |
|----------------|----------------------------|-------------|

Louis Fordham recommended the board approve the Purchase Order, Dell Computers. Tony Stanley moved approval and Bill Worley seconded. The board approved 5-0.

### **Financial Reports**

Daniel Theis, CFO, presented the General Fund Balance and the Capital Projects report as of September 30, 2013. Louis Fordham recommended the board approve the report as presented. Thomas Barton moved approval and Rodney Lock seconded. The board approved 5-0. The financial reports are a part of these minutes.

### **Superintendent's Reports**

Teaching & Learning

#### Teacher Keys Effectiveness System – Jonathan Willard

Karey Williams, Assistant Superintendent for Teaching & Learning, introduced Dr. Jonathan Willard, Director of Human Resource and Professional Development. He presented a presentation on the new teacher evaluation system, Teacher Keys Effectiveness System (TKES). First, Jonathan wanted to thank the board for the opportunity to be a part of Whitfield County Schools.

## **Why TKES?**

Born from Race to the Top Initiative – Jonathan said that the Race to the Top Districts participated in a pilot of the TKES.

Focus on Teacher Effectiveness not Evaluation

Built around Ten Standards that are proven to increase student achievement – Jonathan gave the board two papers that listed the Performance Standards and Sample Performance Indicators and TKES Performance Standards and Rubrics.

More frequent and thorough assessment of teacher performance

### **Three Components**

- Teacher Assessment on Performance Standards (TAPS)
- Student Growth Percentiles (SGPs)
- Surveys of Instructional Practice

#### **TAPS**

- Ten standards
- Teacher has input in process
- Rubric based
- Multiple opportunities for evaluation
- Multiple opportunities for improvement

#### **Rubric**

- Exemplary  
Exceptional performance well above the norm. Mentor to peers. Always goes beyond the call of duty by taking on leadership roles or being recognized district or state wide for abilities.
- Proficient  
Consistently good on a day to day basis. Good teacher who essentially doesn't stand above the rest.
- Needs Development  
Does a good job in most areas, but needs help in others. Inconsistent. Classroom management, assessment, and teaching to all students are common areas of need.
- Ineffective  
Simply not doing the required work or doing it inadequately. Not who we want teaching our students.

#### **Student Growth Percentiles**

- Compare students with equal test scores for growth over time
- Based on state-mandated tests (EOCT, CRCT) or on district-developed Student Learning Objectives (SLOs)

#### **Surveys of Instructional Practice**

- Given to students in the teacher's class
- Gives students the opportunity to give feedback about teacher performance in the classroom
- Used to give evaluators insight as to what students think about what's going on in the classroom

#### **TKES Process**

- Two Observation Cycles (Fall and Spring)
  - Minimum of Two 20-minute Walkthroughs
  - One thirty-minute assessment
  - Teacher conference

Student Survey conducted in at least two classes

– Review of Assessment Data (from GA DOE)

– Final Evaluation based on Observation Cycles, Student Survey input, and Assessment Data

Jonathan told the board that we are piloting 10% of teachers this year. Next year we will go 100%. The information that is gathered is uploaded in an electronic platform and this is done through the state. Jonathan asked the board if they had any questions. Rodney Lock wanted to know who does the evaluations. Jonathan said that they are done by principals and assistant principals. He said that we have received great support from the Georgia Department of Education. Louis Fordham said that this is a Georgia Design for a Federal Mandate. Louis wanted to know in what grades are the student surveys done. Jonathan said that they are done 3<sup>rd</sup> through 12<sup>th</sup> grade. Mr. Lock wanted to know if this was a lot more on administrators. Jonathan said that it is. Tony Stanley wanted to know who decided which 10% of our teachers would be evaluated this year. Jonathan said that the principals picked who would be in the pilot. The board thanked Jonathan for his presentation.

#### Operations

##### Fuel Contract Renewal

Mike Ewton recommended to the board that the fuel contract with Ownbey Enterprises be approved. The fuel cost is the daily low rack rate plus 2.5 cents per gallon with common carrier freight charges. Mike told the board that we have had good experience with this company. Louis Fordham said that a recommendation had been made to the board to renew the contract with Ownbey Enterprises. Tony Stanley moved approval and Bill Worley seconded. The board approved 5-0. A copy of the contract is a part of the backup minutes.

#### Support Services

##### Personnel

Louis Fordham recommended the board approve the personnel actions as discussed in executive session. Louis Fordham moved approval and Rodney Lock seconded. The board approved 5-0.

#### **Previous Business**

Louis Fordham said that the board would like for Mike Ewton to do more research on the property at GA 2 and Cleveland Hwy. Louis Fordham moved approval and Tony Stanley seconded. The board approved 5-0.

#### **New Business**

None

#### **Board Member Reports**

Tony Stanley said that he would like the board to recognize the Northwest High School Softball Team for winning state again this year. Dr. Gilreath told him that we are going to do that at the next board meeting which will be Monday, December 2, 2013. Louis Fordham said that we have already had good comments about our AdvancED visit. He said that Audrey has done a great job.

#### **Adjournment**

There being no further business, the meeting was adjourned at 7:22 p.m.

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Secretary

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Chairman

MINUTES OF  
CALLED BOARD MEETING  
November 6, 2013

The called board meeting of the Whitfield County Board of Education was held at the Whitfield County Central Office on November 6, 2013. Chairman Louis Fordham called the meeting to order at 3:00 p.m.

Present were the following board members:

Thomas Barton  
Louis Fordham  
Rodney Lock  
Tony Stanley  
Bill Worley

Others present:

|                |                 |
|----------------|-----------------|
| Judy Gilreath  | Audrey Williams |
| Karey Williams | Wanda Phillips  |
| Rhonda Yim     | Mike Ewton      |
| Eric Beavers   | Carolyn Weaver  |

Also present:

A list of the public in attendance is a part of the backup minutes.

Adoption of Agenda

Chairman Louis Fordham recommended the board members adopt the agenda as presented. Rodney Lock moved approval and Bill Worley seconded. The board approved 5-0

**Facilities Use Agreement**

|                                |                    |          |
|--------------------------------|--------------------|----------|
| Facility                       | Company            | Date     |
| Coahulla Creek High School Gym | Benefit Fundraiser | 12/20/13 |

Mike Ewton, Chief Officer for Operations, recommended that the board approve the Facilities Use Agreement for the Benefit Fundraiser at Coahulla Creek High School Gym. Thomas Barton moved approval and Bill Worley seconded. The board approved 5-0.

**AdvancED Review Team Exit Report**

Dr. Judy Gilreath, Superintendent, introduced Mr. Michael Bugenski, the Lead Evaluator of the External Review Team. Michael said that it has been a great visit. He said that the hospitality has been wonderful. At this time he introduced the External Review Team:

- Mr. Michael Bugenski - AdvancED Lead Evaluator, Beverly Hills, Mich.
- Anthony Pack - Superintendent, Monroe County Schools, Forsyth, Ga.
- Kelly Wilson - Director of Federal Programs, Trion City Schools, Trion, Ga.
- Debra White – Retired Assistant Superintendent, Stone Mountain, GA
- Rhonda Vickers - Teacher, Lee County Schools, Ft. Myers, FL.
- Mrs. Mardi Montgomery - Director of Next-Generation; Pulaski County Schools, Somerset, Ky.

Mr. Bugenski said that this is a diverse team that has worked very hard and put in a lot of long hours. Mr. Bugenski presented the AdvancED External Review Exit Report presentation for Whitfield County Schools:

***Accreditation is...***

An international protocol for institutions committed to systemic, systematic, and sustainable improvement

- Builds capacity of the institution to improve and sustain student learning
- Stimulates and improves effectiveness and efficiency throughout the institution

***Balanced Accreditation***

***Analysis and Evaluation of***

- **Impact of Teaching and Learning**
- **Leadership Capacity**
- **Resource Utilization**

**External Review**

- The External Review Team
  - Comprised of professional peers with diverse experience and rich contextual perspective
  - Determines the institution's effectiveness in meeting the requirements of accreditation
- The External Review Process
  - Provides analysis and evaluation
  - Delivers valuable feedback and direction for improvement

**Interviews & Observations**

- 408 Interviews
- 65 Administrators
- 5 School Board Members
- 91 Teachers
- 105 Students
- 142 Parents
- 50 Effective Learning Environment Observations

**Learning Environment Ratings**





|          |  |      |
|----------|--|------|
| <b>1</b> | Equitable Learning Environment               | 2.80 |
| <b>2</b> | High Expectations Environment                | 2.76 |
| <b>3</b> | Supportive Learning Environment              | 3.16 |
| <b>4</b> | Active Learning Environment                  | 3.02 |
| <b>5</b> | Progress Monitoring and Feedback Environment | 2.87 |
| <b>6</b> | Well-Managed Learning Environment            | 3.19 |



|          |                                     |             |
|----------|-------------------------------------|-------------|
| <b>7</b> | <b>Digital Learning Environment</b> | <b>2.05</b> |
|----------|-------------------------------------|-------------|

Mr. Bugenski said that the Learning Environment Observation Tool is focusing on what students are doing more than what teachers are doing when we observe the classroom. Our team members spent a minimum of 20 minutes per classroom to complete observations. He said that anything around a 3 is close to exemplary. 1.75 is average on learning and using technology.

#### Index of Educational Quality

|  |   |     |
|--|---|-----|
|  | <b>244</b>  |     |
| 100  |  | 400 |
| Index of Education Quality<br>Based on all Evaluative Criteria                             |   |     |
|  | <b>237</b>  |     |
| 100  |  | 400 |
| Teaching and Learning Impact<br>Standards 3 and 5, Student Performance Evaluative Criteria |   |     |
|  | <b>235</b>  |     |
| 100  |  | 400 |
| Leadership Capacity<br>Standards 1 and 2, Stakeholder Feedback Evaluative Criteria         |   |     |
|  | <b>250</b>  |     |
| 100  |  | 400 |
| Resource Utilization<br>Standards 4  |   |     |

Michael Bugenski said that Whitfield County falls right in the middle of the Index of Educational Quality and that is good.

#### Powerful Practices

The assessment program using Measures of Academic Progress (MAP) assesses student academic growth. The clear and comprehensive student assessment is given three times annually to measure and monitor student achievement. Students monitor their individual growth by consistently setting learning goals from the data received from the assessment.

Michael Bugenski stated that our MAPS testing is a powerful tool that we should be sharing with area school districts around us. This program is great because it is making a positive difference in the system and its schools. This tool actually allows students to set their own learning goals.

#### Required Actions

Develop systemic rigorous performance and achievement criteria for all students to provide an equitable process for grading, evaluating and reporting student progress that is understandable to students and their parents and results in improved instructional practice.

#### Required Action

- Review, revise and implement the system wide Response to Interventions (RTI) guidelines to ensure that the system meets the individual needs of all students.

Mr. Bugenski said that Progress Reports need to be more consistent. Grading should be better and could be better. Student Support Team (SST) needs to develop a full plan.

#### Opportunities for Improvement

- Review and develop an active system-wide monitoring process of student level, building level and system level data to ensure continuous improvement and professional development at all levels.

- Develop and implement a system wide framework for professional learning communities to build teacher capacity and support vertical and horizontal instructional improvement with high performing research-based practices that lead to student success.

### **Opportunities for Improvement**

- Develop and implement a leadership development program for all areas of the system that expands the leadership capacity across the system and leads to succession planning and meeting the future needs of the system.

**Based on our findings from the review of evidence, this External Review Team recommends that Whitfield County Schools be accredited, pending further review and final action by the AdvancED Accreditation Commission.**

### **Accreditation Decision**

The completion of the External Review and the accompanying report are the first in a series of steps that are taken for each accreditation recommendation. Once the Lead Evaluator submits the final web-based report, it will be reviewed by the AdvancED Accreditation Division's national office. The written report is more comprehensive than this exit briefing, and will be used by your institution to guide the continuous improvement process for the next several years.

Within six weeks this institution will receive a copy of the completed and accepted External Review report. At that time, the report can be shared with all stakeholders, and work can begin on the required actions and other opportunities identified by the External Review Team.

The AdvancED Accreditation Commission meets twice yearly to review and approve all the External Review reports that have been completed during the previous semester. It is the Commission that makes the final decision regarding the granting of accreditation.

### **Final Thoughts**

- On behalf of the External Review Team, we extend:
  - Our appreciation for your hospitality, support, and professionalism;
  - Our respect and acknowledgement of your efforts to improve quality; and
  - Our congratulations for your progress toward achieving Accreditation as a quality institution.

Louis Fordham thanked the Review Team for all that they have done. He thanked Judy and staff for all of their hard work. He thanked Audrey Williams for all that she has done. He said that the board knows this has been a long two year process and we appreciate everything that you have done.

### **Adjournment**

There being no further business, the meeting was adjourned at 3:27 p.m.

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Secretary

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Chairman