

District Advisory Council Meeting Notes  
May 4, 2009  
12:30 PM at Hitchcock ISD Board Room

Members in attendance:

Roland Bilek	Terri Jones	Susan Thompson
Elizabeth Bilek	Betty Martins	Barbara Trahan
Theresa Burton	Glen Newsom	Nina Conway
Rick Butterfield	Blanca Ochoa	Dr. Bergman
Sue Humphreys	Ron Sheffield	Randy Dowdy

Agenda

- Welcome, Introductions, and Purpose
  - Members in attendance introduced themselves to the committee by stating their name, role on the committee. Principals and directors were in attendance also.
  - Dr. Barbara Sultis, former superintendent of Goose Creek CISD, was introduced as the facilitator of the district planning process.
  - The agenda was reviewed.
- Laying the Groundwork
  - Why Are You Here?
    - Board Policy, Title 1, No Child Left Behind and other state and federal program requirements were outlined to place the importance of the comprehensive needs assessment in context with the responsibilities of the district advisory council.
  - Process Cycle for Ongoing Evaluation of Board-Driven Goals/District Priorities
    - A process cycle for ongoing evaluation was presented to the committee.
  - Goal-Setting/Planning
    - A chart depicting the interrelationship of the goals of the Board of Trustees and the district and campus priorities was explained.
- State/Federal Accountability Standards – Past, Present, Future
  - Charts and tables of the following standards was shared with the committee:
    - Hitchcock ISD District Accountability Rating History
    - State Accountability Standards (2006 – 2010)
    - Adequate Yearly Progress Targets (2007 – 2010)
- Comprehensive Needs Assessment
  - An overview of a comprehensive needs assessment based on templates from Region 4 ESC was presented.
  - Data Sources
    - An extensive list of possible data sources for a comprehensive needs assessment was presented.

- The committee identified those sources that would be appropriate for the district, each campus and for both district and campuses to access.
  - District Overview Document
    - A draft template of an executive summary of the district was presented. Each campus will also be completing an overview document for their campus improvement plans.
  - Data Quick Peek: Where Have We Been? Where Are We Now? Where Do We Want to Go?
    - District tables were disseminated for analysis to members of the committee.
      - Charts included: Reading, ELA, Writing, Social Studies, Science and Mathematics
      - Subpopulations included: All Students, African-American, Hispanic, White, Special Education, Limited English Proficiency, Male and Female
      - Data from 2006, 2007 and 2008 District and Campus AEIS reports was plotted.
    - Analysis included consideration of the implications for:
      - Vertical alignment of curriculum,
      - Utilization of the scope and sequence,
      - Grade level strengths and/or weaknesses, and
      - Student progress/performance through the system.
- Committee Charge: Strengths/Concerns
  - A set of analysis questions were completed to look at areas of strength and areas of concern for the district; consider trends, etc.
  - Findings of the analysis were presented to the rest of the committee.
- Prioritize
  - Each campus principal was asked to take the information from the session back to each campus and analyze further emphasizing the uniqueness of each campus.
  - Each campus is to establish a list of campus priorities to bring back to the district committee to prioritize district needs.
- Next Steps
  - The District Advisory Council will meet again on **Monday, May 25, 2009**, to determine district priorities based on the results of the comprehensive needs assessment.
  - The meeting will be held in the **Board Room** beginning at **12:30 PM**.