



NATIONAL POLICY BOARD *for* EDUCATION ADMINISTRATION

Meeting Minutes
Wednesday, November 20, 2013
1:00-3:00 pm
AASA Headquarters, Potomac Room
1615 Duke Street, Alexandria, VA

I. WELCOME AND INTRODUCTIONS

Jim Cibulka, chairperson, calls the meeting to order.

Present were: Mary Harrill-McClellan-virtual(AACTE), MaryAnn Jobe - Denny Dearden (AASA), James Cibulka (CAEP), Janice Poda - Mary Canole-virtual - Irv Richardson-virtual (CCSSO), Gail Connelly (NAESP), JoAnn Bartoletti (virtual) - Dick Flanary – Bev Hutton (NASSP), Ronald Thorpe (NBPTS), James Berry (NCPEA), Michelle Young – Hanne MaWhinney (UCEA), Honor Fede (NPBEA Staff)

Guest: Joseph Murphy (virtual)

II. APPROVAL OF THE AGENDA

Chairperson Cibulka reviewed the agenda and asked for additional items. He suggested a modification of the agenda to combine items four and five together into one discussion.

- ◆ **MOTION:** Ron Thorpe proposed and Janice Poda seconded a motion to approve the agenda. The agenda was approved unanimously.

III. APPROVAL OF MINUTES

Chairperson Cibulka reviewed the agenda and asked for additional items.

- ◆ **MOTION:** Dick Flanary proposed and James Berry seconded a motion to approve the minutes. The minutes were approved unanimously

IV. UPDATES ON NGA MEMBERSHIP INVITATION AND MISSION RETREAT

JimC spoke to Richard Laine at the National Governor's Association (NGA) and extended an invitation for membership. He was told that NGA will consider the invitation and get back to us at a later date. He also updated board members on the results of our last survey. Members were in favor of a facilitated discussion on NPBEA's mission and review of the bylaws as part of a future NPBEA meeting. The purpose of the discussion will be to revisit NPBEA's mission, bylaws, and membership categories. The board discussed various facilitators that could be solicited for that discussion including Sheryl Williams from Learning First Alliance or Bill Bashaw from Phi Delta Kappa. JimC suggested that we invite David Imig, who is a former chair of the NPBEA, to come in for that discussion. NPBEA staff was directed to schedule this discussion at a future meeting.

V. DISCUSSION OF DRAFT PLAN TO REVISE ISLLC/ELCC STANDARDS

Janice, Mary, and Irv provided board members an update of where we stand with regard to CCSSO's proposal to Wallace to revise the ISLLC standards. CCSSO submitted a preliminary proposal to Wallace on May 5, 2013, and a final grant proposal on June 19, 2013 that was accepted. The grant includes a refresh of the ISLLC standards, the ELCC standards, and development of Principal Supervisor standards. Since NPBEA's last meeting in September, the taskforce has been busy outlining the work to be done over the next year to refresh the ISLLC/ELCC standards and develop new Supervisor standards. CCSSO wants the ISLLC standards to be done this next year so that the standards can be congruent with CCSSO's strategic planning process for principal effectiveness and evaluation systems development.

Janice described the different work committees and their given charges as follows:

Laws Committee

Charged to:

1. Develop a detailed inventory and database of the existing policies in each state pertaining to standards for educational leaders (including principal supervisors) and a copy of each state's existing education leadership standards and other state resources that use the leadership standards.
2. Map existing laws/regs/rules/guidelines to how the standards are used (licensure, program approval, prep, evaluation, Professional Development).
3. Determine the gaps between current standards and anticipated future needs.
4. Submit inventory, database, analysis of the regulations, states adopting ISLLC 1996 or 2008, and copies of state standards and standards-related artifacts to CCSSO on an agreed upon date.

Field Knowledge Committee

Charged to:

1. Gather insights from practitioner's current working in the field about the role of the principal and other education leaders.
2. Determine gaps between the insights from the field and what is currently found in ISLLC 2008.
3. Provide recommendations and feedback to the Standards Update Committee prior to their leader standards development process.
4. Recommendations and feedback will be sent to CCSSO on agreed upon dates.

Standards Update Committee

Charged to:

1. Use field knowledge and a review of empirical research on effective leadership and school improvement to develop a refreshed edition of the 2008 ISLLC standards for education leaders based on research, best practice, and promising practice on leadership that promotes student social and academic learning and leadership responsibilities in current educational contexts. (DRAFT refreshed standards will be sent to CCSSO so that CCSSO can submit to Wallace for review July 1, 2014, final version by October 1, 2014.)

Chair(s) – Joe Murphy and Jim Cibulka

ELCC Committee

Charged to:

1. Develop a refreshed edition of the ELCC standards (includes both process and content) for education leaders based on research, best practices, and promising practices on leadership that promotes student social and academic learning and leadership responsibilities in current educational contexts, such as the Common Core Standards and new teacher and leader evaluation systems.

Chair(s) – Michelle Young

Tools Development Committee

Charged to:

1. Develop a framework that can be used to think about and list the types of tools needed to “push and pull” the standards to life in states, districts, and schools.
2. Using that framework, catalogue the tools currently available and accessible.
3. Establish and prioritize a list of tools that are most needed in the profession and support all components of the leader pipeline (i.e. Expectations and Indicators across the developmental continuum for education leaders).
4. Make recommendations for tool development based on available resources.
5. Design specifications for recommended tools to be used by tool developers. All products will be submitted to CCSSO on an agreed upon date.

Principal Supervisor Standards Committee

Charged to:

1. Develop an architecture for the engagement of major stakeholders in the development of a framework for Principal Leadership Standards.
2. Analyze the laws and regulations that are currently in place in all states. (The laws committee will provide the data for this).
3. Using Wallace’s commissioned bibliography and synthesis of existing research and practice; review and provide feedback on the documents six core skill clusters and determine the major job components of the principal supervisor. (A preliminary analysis report of the six core skill clusters will be shared with Wallace by CCSSO on December 1,

2013, and a final analysis will be shared with key stakeholders and Wallace by April 1, 2014. A model principal supervisor job description will be shared with key stakeholders and Wallace by April 1, 2014).

4. Develop and implement a framework and set of standards for principal supervisors with an alignment to the University of Washington tools. (Preliminary drafts of a principal supervisor framework and standards will be shared with key stakeholders and Wallace for review by July 1, 2014. A comprehensive principal supervisor framework, standards, and tools package will be published and shared with states and districts by October 2014).

DickF voiced concern about the lack of practitioner involvement in the CCSSO plan. Other NPBEA members voiced similar concerns in that they were not kept informed and have not had any input in the ISLLC/ELCC refresh design. Gail echoed the importance of involving practitioners in the development of any standards that affect principals and principal supervisors. Ron said that while there is no question about the important role CCSSO plays in our profession, the current plan does not reflect an inclusiveness of all voices in the development process. Janice reiterated CCSSO's position of wanting to include NPBEA members in the development of the work. She reiterated that CCSSO has tried in good faith to be inclusive of NPBEA members and incorporate NPBEA collaboration as part of the grant design. Beverly asked Janice if she would entertain a suggestion to have a practitioner co-chair the ELCC standards committee with Michelle (namely Dick). JoAnn suggested that CCSSO ensure that all committees have practitioners on them. Then we would have the credibility. Denny shared that sentiment as did the rest of the board.

Janice agreed that practitioner involvement is essential to the development of the ISLLC/ELCC and Supervisor standards and she offered to have the ELCC committee co-chaired by DickF and Michelle and involve practitioners in every committee. She suggested that we nominate practitioners to serve as co-chairs on every committee. Janice explained that CCSSO wants this to be a collaborative process with NPBEA and they are looking for input from NPBEA members to fill the roles of committee members and chairs for these committees. She handed out an NPBEA ISLLC Projects Involvement Survey to collect nominations for the committees.

JimC summarized the discussion by asking members to submit names of possible committee members to Janice as soon as possible. Once they have received the nominations they will ask the co-chairs of every committee to have input on the composition of the committees. Then they will take a first draft of the committee members and share it with NPBEA members. NPBEA members agreed to provide Janice with recommendations for co-chairs and names to sit on the committees by Monday, December 2, 2013. Janice would then like to plan three meetings – one in April, one in early mid-June, and another in early or mid-September for NPBEA feedback before the final draft standards occurs. The Tools committee's work will extend out to 2015.

VI. ADJOURN

Chairperson Cibulka asked for a motion to adjourn the meeting at 3:00 p.m.

- ◆ **MOTION:** Ron Thorpe proposed and James Berry seconded a motion to adjourn the meeting. The motion was approved unanimously.