



**PULLMAN PUBLIC
COMMUNITY FREE
MONTESSORI K-9**

Pullman Community Montessori

Leadership Evaluation & Support Committee (LESC)

Date and Time

Monday March 15, 2021 at 2:00 PM PDT

PCM's Mission: to prepare all students to reach their full potential for future success in high school, college, career, and life, using the rich resources of our community.

PCM's Vision: to serve as an instrument of change, helping to progress our education system to better meet the needs of students, families, and educators. We nurture students to be self-empowered lifelong learners, global citizens, environmental stewards, and compassionate and collaborative leaders, bringing positive changes to their communities and the world!

Agenda

I. Opening Items

- A. Record Attendance
- B. Call the Meeting to Order
- C. Approve Minutes 2-22-2021

Please review in advance and come ready to put any amendments in the chat.

II. HOS Professional Development and Accountability Plan

- A. Building the Annual Portfolio

What is appropriate to include in the HOS's Annual Review Portfolio for the planning year?

Brainstorm and agree on items to include

To be able to accomplish this in our meeting please make sure you have reviewed before we meet:

1. [Chapter 4 of the Montessori Assessment Playbook](#).
2. The two main tools we'll be using - [The Executive Appraisal Instrument](#) (in its [modified form](#) to be relevant to the planning year) and the [HOS Annual Review Portfolio](#).

B. Establishing Timeline for completion of the Annual Review of HOS

To complete this task, please review ahead of the meeting:

1. [HOS PD & Accountability Plan](#) - this is the agreement made with the Commission and needs to be tackled and reported on as outlined near the end of the document. This version includes Laylah's progress notes added as highlighted comments. This will continue to be updated.
2. Review timeline in [HOS PD & Accountability Plan](#)

And within the [HOS 2020-21 AGP folder](#) review:

1. [PCM HOS Reflective Practice Inventory \(10-2020\)](#) - this is Laylah's base-line self reflection done in October (note she answered these questions in a way that was relevant to the duties to date)
2. [HOS Goals 2021-21](#) - These goals were set before our training with Seth. (HOS note - I need to go back and adapt these based on his advice)

C. PD-HOS Accountability Plan Update

D. Determining priorities for support of the HOS

What support is most needed by the HOS? Who or how will this support be provided?

III. Other Business

A. Review and assign any tasks

IV. Closing Items

A. Adjourn Meeting

Grounding Docs: [LESC Description & Responsibilities](#), [Norms-We are LEADERS too-Structure and Responsibilities Overview](#), [LESC Description & Responsibilities](#), [Bylaws](#) (read committees section), [HOS Position Description](#), [HOS PD & Accountability Plan](#)

Evaluation Tools: [NCMPS Executive Appraisal Instrument](#) (sup. [Annual Review Portfolio](#), [Reflective Practice Inventory](#)) [PCM Logic Model](#), [EEMPS Rubric](#), [School-Wide Reflective Practice Inventory](#)

Resources: [Why LESC?](#), [Example 12-month Calendar](#) (more for operation), [Montessori Assessment Playbook Chapter 4](#)