



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

Pullman Community Montessori

Leadership Evaluation & Support Committee (LESC)

Date and Time

Monday December 21, 2020 at 2:00 PM PST

Location

Please join remotely via ZOOM

<https://us02web.zoom.us/j/86409898643?pwd=cmJldCtZdkd5RlFnMytITnNEMjhwQT09>

Meeting ID: 864-0989-8643

Password: 5366

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

Approve minutes from [November 16th LESC meeting](#) (please note that these say approved but are not really approved. I made an error when creating example 'how to' recordings and can't figure out how to reverse it. We still need to go through and make amendments if there are errors.)

D. Establishing Community Norms for LESC Committee

1. Review norms in [Norms-We are LEADERS too-Structure and Responsibilities Overview](#) which is also linked in the footer.
2. Review 'We Are Leaders' updated graphic that follows the norms

Come with any additional norms we want to establish for our committee.

II. HOS Professional Development and Accountability Plan

A. Set Priorities within NCMPs Playbook Executive Appraisal Tools for the second semester of planning year

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](#) (which needs to be modified to be relevant to the planning year) and the [HOS Annual Review Portfolio](#)
3. [HOS PD & Accountability Plan](#) - this is the agreement made with the Commission and needs to be tacked 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.

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)

B. Review Leadership's Self Reflection Inventory

Discuss whether priorities set within Executive Appraisal Instrument mesh with any priorities for growth from [Laylah's self reflection](#) and [growth goals](#).

Other useful resources...review the 4 graphics shared by [Seth during his training](#).

C. Review Timeline for fulfilling upcoming requirements by the Commission for Accountability

1. Review timeline in [HOS Professional Development and Accountability Plan](#)
2. Discuss how best to gather input from board and staff (will have to deviate from original tools (ex Annual Climate Survey) to work for the planning year)
3. Establish plan for completing the first review (currently slotted for January)

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](#)