



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

Pullman Community Montessori

Leadership Evaluation & Support Committee (LESC)

Date and Time

Monday February 22, 2021 at 2:00 PM PST

Location

Due to the third Monday being a holiday or regularly scheduled meeting will be held today.

Join Zoom Meeting

<https://us04web.zoom.us/j/73820954504?pwd=YjN5U2tYOUZDbzZPTS9jNGk2TjJNQT09>

Meeting ID: 738 2095 4504

Passcode: LESCC

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 1-25-2021

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

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. Executive Appraisal tool - finalizing the process/homework

The five minutes allocated to this topic is to answer any questions/discuss any concerns.

To be able to accomplish this in our meeting please make sure you have reviewed/completed 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](#).
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.
4. Review timeline in [HOS PD & Accountability Plan](#)
5. Draft EAI to assess HOS, as completed by the LESC on 2/10/2021, and shared with the HOS on 2/11/2021. This will be emailed to LESC members.
6. Description of process used to evaluate HOS
7. Word cloud to highlight attributes and qualities of HOS, as perceived by board members, staff and partners

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. Upcoming Presentation to the Full Board

1. Discuss how best to finalize the mid-year appraisal and present our report to the full board for acceptance - February board meeting - who will present what, in what form

C. PD-HOS Accountability Plan Update

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](#)

Coversheet

Approve Minutes 1-25-2021

Section: I. Opening Items
Item: C. Approve Minutes 1-25-2021
Purpose: Approve Minutes
Submitted by:
Related Material:
Minutes for Leadership Evaluation & Support Committee (LESC) on January 25, 2021

APPROVED



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

Pullman Community Montessori

Minutes

Leadership Evaluation & Support Committee (LESC)

Date and Time

Monday January 25, 2021 at 2:00 PM

Location

Due to the third Monday being a holiday or regularly scheduled meeting will be held today.

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.

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Committee Members Present

B. Wolff (remote), J. Cassleman (remote), L. Sullivan (remote), T. Franklin (remote)

Committee Members Absent

S. Lawson

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

B. Wolff called a meeting of the Leadership Evaluation & Support Committee (LESC) Committee of Pullman Community Montessori to order on Monday Jan 25, 2021 at 2:04 PM.

C. Approve Minutes

T. Franklin made a motion to approve the minutes from Leadership Evaluation & Support Committee (LESC) on 12-21-20.

B. Wolff seconded the motion.

The committee **VOTED** to approve the motion.

Roll Call

T. Franklin	Aye
B. Wolff	Aye
L. Sullivan	Aye
J. Cassleman	Abstain
S. Lawson	Absent

D. Establishing Community Norms for LESC Committee

The group will work from a lens of building a consensus as opposed to voting on individual items. The group will revisit this approach should the need arise.

II. HOS Professional Development and Accountability Plan

A. Executive Appraisal tool - come to consensus on scores and qualitative appraisal

- LESC received 13 responses back on the survey
- Laylah logged out so committee could discuss results from surveys and individual member evaluations.
- Bev shared out the full response graphs
- Committee acknowledges one of the respondents may have misunderstood the rating system (slightly skewed results on graphs); briefly discussed revisiting the format of the survey (including the time recommended to complete, ranking of qualitative responses, etc.)
- Committee discussed ratings on individual member responses and will aggregate for Bev and John to communicate to Laylah.

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

Did not get to this topic. Will need to discuss at a later date.

III. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 3:04 PM.

Respectfully Submitted,
T. Franklin

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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](#)