

**MA Consortium for Innovative Education Assessment
Minutes of the December 15, 2016 Meeting
Revere Public Schools, 101 School Street, Revere**

Review and approve November meeting minutes. The November meeting minutes were approved.

Consortium decision-making process. The proposed board decision-making process was reviewed and approved, with the only change being including language that notes what constitutes a quorum:

Approved MCIEA Governing Board Decision-Making Process:

- *Consortium decisions can only be made if a quorum is present (in person or virtual) at the meeting. A quorum consists of a majority of each voting constituency (currently, with six consortium districts, this would mean that at least four union presidents and four superintendents are present). The preferred model of decision-making will be by consensus (i.e., most people support the decision and everyone can live with it and will abide by the decision). If consensus cannot be reached, the fallback decision-making method will be by majority vote. In these cases, a decision is made when a majority of those present within each constituency votes in favor (e.g., with the current six districts, if five superintendents and five teacher union presidents are present, a minimum of three of each constituency must vote in favor for a motion to be approved).*

Recruitment of new districts. Both the Bourne and Ludlow teacher union presidents indicated that their respective teacher unions did not want to rejoin MCIEA (for different reasons). There are three other districts that have expressed some interest in joining MCIEA – Arlington, Cambridge, and Lincoln. Fred Gross met with the Arlington district administration, school committee representative, and teacher union president. It was not clear that the district administration was keenly interested in joining. Laurie Gagnon and Dan French met with a Cambridge school committee member and the assistant superintendent (in separate meetings) – there seems to be school committee interest (at least for two members) and the assistant superintendent is also interested, although she is quite new to the district. A meeting is scheduled with a Lincoln team. We then examined data prepared by Jack Schneider and Dan on current member district demographics; while demographically the current MCIEA membership approximates the state demographics, the consortium is heavily Metro Boston and urban.

Agreed:

- *The consortium will seek new member districts in central and western MA; while we could use more suburban and rural districts, it is also not undesirable to skew toward serving a higher percentage of low-income, Black, Latino, and ELL students. Amherst, Fitchburg, Leominster, and Gardner would all be good districts to consider. Regarding Arlington, Cambridge, and Lincoln, we need to reinforce that the school committee, superintendent, and teacher union president need to be fully in support of joining the consortium.*

Subcommittee updates.

Accountability Subcommittee. The accountability subcommittee began revising the consortium's principles in order to take into account a more expansive commentary on the state's accountability system. A draft is currently being vetted by the subcommittee and will be presented at the January board meeting for discussion and approval.

Finance Subcommittee. The finance subcommittee drafted a set of roles and responsibilities for managing consortium funds. Agreed revisions included (1) eliminate "all" for CCE managing consortium funds and prepare development proposals, (2) add in conduct audit to CCE's roles, and (3) take out "/or" in the finance subcommittee approving budget changes. Dan reviewed the current consortium budget with the subcommittee, and the subcommittee asked for a revised budget with salaries included. With the

governor's claw-back of state legislature funds, CCE needs to complete their negotiations with DESE to determine how much of these funds they can charge for, and then Dan will create a revised consortium budget for the subcommittee's review. As well, we discussed conducting another lobbying effort to get the state legislature to restore the clawed-back legislative funds.

Technology Subcommittee. Mary Skipper, Salah Khelfaoui, Laurie Regan, Erik Fearing, and Dan represent the Technology Subcommittee. The subcommittee is responsible for overseeing the MCIEA website, determining whether the consortium needs a learning management system and if so which one, and synching the website with the School Quality Measures data dashboard.

Agreed:

- ***The Finance Roles and Responsibilities was approved with the agreed upon revisions above.***
- ***Dan will draft letters to key legislators regarding restoring the clawed-back MCIEA state funds and send out to all governing board members, who will send out the letters on their letterhead to all designated legislators.***

Student Engagement. There was discussion on including students in the consortium. Initial ideas included a student rep from each district on the governing board, student reps on the performance assessment teams, student review of submitted performance tasks, and a student advisory group.

Agreed:

- ***Dan will talk with folks at DESE about getting one to two volunteers from the State Student Advisory Council to sit as ex-officio members of the governing board.***

Program work updates.

School Quality Measures. The focus groups to gain input on school quality measures will be completed by the end of January. There was much discussion on the lack of student focus groups; it was clear that all governing board members felt they were essential.

Performance Assessments. We had a successful December 4th orientation for central office administrators and principals and lead teachers in Cohort 1 schools. We are still finalizing the list of Cohort 1 schools and anticipate about 15 schools across the six districts will participate.

Agreed: James Noonan will conduct one student focus group in each consortium district.

MCIEA launch event. The official MCIEA launch event will take place on January 30th from 10 – 12 noon at the State House.

Agreed: We agreed that speakers will include Pat Jehlen, Mary Skipper and Dianne Kelly representing superintendents, Adeline Bee and Erik Fearing representing teacher union presidents, and Dan French and Jack Schneider to summarize the work in which the consortium will be engaged. Emily Sienkiewicz from CCE and Vicky Halal from Senator Jehlen's office will coordinate the logistics.

Future MCIEA Governing Board Meetings

January 19, 2017, 2:00 – 4:30 pm, Winchester Public Schools

February 17, 9:00 – 11:30 am, Boston Public Schools

March 17, 9:00 – 11:30 am, Somerville Public Schools

April 27, 2:00 – 4:30 pm, Lowell Public Schools

May 18, 2:00 – 4:30 pm, MSSAA

June 15, 9:00 – 11:30 am, Revere Public Schools

Parking lot agenda item: Review draft process for board review & approval of performance tasks