

SUMMARY MINUTES ARE DRAFT UNTIL APPROVED AT SEPTEMBER 2022



**KENTUCKY DEPARTMENT OF EDUCATION
Commissioner's Principal Advisory Council (PrAC)
SUMMARY**

JUNE 7, 2022

MEMBERS PRESENT: Wayne Ackerman, Suzanne Farmer, Nick Brooks, Ashley Burd, Beth Davidson, Brandy Feagan, Carla Kolodey, Annemarie Landry, Amy Rhodes, Amy Rigsby, Toyah Robey, Peggy Sinclair-Morris, Brandy Carver

MEMBERS ABSENT: Bryne Jacobs, Sara Kise, Matt Shafer,

Agenda Item: Welcome

Presenter: Jenny Ray, Leadership Development Specialist, Office of Educator Licensure and Effectiveness, Kentucky Department of Education

Summary: Ray thanked the members for their attendance at the meeting and provided an overview of the meeting agenda, noting the importance of the membership's input on decisions to be made around the principal and assistant principal growth and evaluation tool, as well as advisory about the upcoming year's support to principals provided by the Kentucky Department of Education's (KDE's) Principal Partnership Project (P3) team.

Agenda Item: Approve Summary from Last Meeting and Roll Call of Members

Presenter: Suzanne Farmer, PrAC Chairperson, Hogsett Elementary Principal, Danville Independent Schools

Summary: Motion to approve the third quarter meeting summary from March 2022 was given by Amy Rigsby and seconded by Annemarie Landry. Consensus for approval was noted in chat.

Agenda Item: Legislative Update

Presenter: Byron Darnall, Associate Commissioner, Office of Educational Licensure & Effectiveness, Kentucky Department of Education

Summary: Darnall directed the principals to KDE's [2022 Legislative Guidance](#) for a more in-depth explanation of bills passed in the 2022 session and expressed appreciation for the work that principals face every day.

Feedback: None

Agenda Item: Certified Evaluation Regulation and Training

Presenter: Jenny Ray, Leadership Development Specialist, Office of Educator Licensure and Effectiveness, Kentucky Department of Education

Summary: Ray reminded PrAC members that all new administrators who complete certified school personnel evaluations must be trained, tested and approved in the proper techniques for effective evaluations per 704 KAR 3:370 and KRS 156.557. This initial 12-hour training is provided by KDE over a two-day period. The training is designed to ensure the evaluation process is a vehicle to positively impact teacher effectiveness and student learning.

KDE will offer four in-person and seven virtual training sessions beginning in July 2022. In order to lift the financial burden from local districts, there is no fee to participate in the required training, and 12 hours of Effective Instructional Leadership Act (EILA) credit will be awarded to attendees who successfully complete the training and the required assessment.

Once administrators attend the initial KDE training, there is a required six hours of subsequent annual training that can be completed through an individual's district or regional educational cooperative, as well as from any outside organization, if EILA credit is approved.

Ray shared that more information on the initial certified evaluation training process can be found on the [Principal Partnership Project \(P3\) webpage](#).

Feedback: A question was posed around specific roles and if the Kentucky Framework for Teaching: Specialist Frameworks for Other Professionals might be updated to include language that might reflect what others do, such as "Outreach Coordinators" at the Kentucky School for the Deaf (KSD.) Ray responded that a closer look at the Professional Responsibilities section within the existing tool might be examined more closely, or perhaps the role is more of a district role in which standards from the Professional Standards for Educational Leaders (PSEL) might be infused to meet the needs of those specific roles. No other questions or comments were posed.

Agenda Item: Principal and Assistant Principal Growth & Evaluation Tool

Presenter: Stacy Noah, Leadership Development Specialist, Office of Educator Licensure and Effectiveness, Kentucky Department of Education

Summary of Discussion: Noah said the Kentucky PSEL tool provides support and guidance around determining pathways for growth for educational leaders. It builds off the attributes identified for an effective leader in the national PSEL document by expanding the standards to include practices of exemplary, accomplished, developing and ineffective administrators.

While the national PSEL standards are the required criteria in all certified evaluation plans for principals and assistant principals, the accompanying KY PSEL Guidance for Growth and Evaluation tool is optional.

The KY PSEL tool was created using input from principals and assistant principals, superintendents, regional educational cooperatives representatives, university representatives and district office personnel. Now that the tool is published, the group is working on refining, clarifying it and providing examples of high-level, everyday principal actions that correlate to the standards.

Noah said the KY PSEL tool can be continuously improved as “it’s a living tool based on the educational landscape.”

Noah announced a virtual workshop opportunity for school leaders involving external reviewers needed to provide feedback on updated possible examples to be used in the KY PSEL Guidance for Growth and Evaluation Tool. Principals, assistant principals and principal candidates are encouraged to take part in this professional learning experience. Registration links were provided to take part in this most important work. Three hours of EILA credit will be provided.

Links provided: [June 20 \(9-12 ET\) Standard 5 Reviewer](#) and [June 21 \(9-12 ET\) Standard 8 Reviewer Registration](#)

Feedback: PrAC members provided feedback and suggestions on usability and additional improvements, such as making sure it is accessible to screen readers and creating a more user-friendly print version. Members also suggested sharing the information in preparation programs for aspiring principals, as well as with superintendent groups, instructional supervisor regional cooperative networks, and through the Commissioner’s Monday Message and *Kentucky Teacher* magazine. Sharing the updated versions with outside organizations such as the Kentucky Association of School Administrators (KASA) was also suggested.

Agenda Item: Monthly School Leader Support

Presenter: Keith Griesser and Alison Gregory, Office of Educator Licensure and Effectiveness

Summary of Discussion: Alison Gregory provided an update to the P3 podcast. Starting with Episode 15, the podcast is renamed “Principal Podcast Party,” and will have new episodes the first Monday of each month. Griesser presented information about the [principal calendar](#) on the P3 webpage. The calendar contains items specific to the month, as well as ongoing calendar items and professional learning opportunities, cohorts and conferences. Griesser and Gregory solicited input from the council about colleagues who might be showcased in next year’s Principal Spotlight monthly series.

Feedback: Members provided ideas for the June calendar additions, including an update on the principal hiring policy. Additional ideas such as including building visits/walkthroughs with first responders in prep for the upcoming school year for the suggested activities. Several members commented, using the chat feature of Teams, that the calendar is a valued resource that they have used and referenced throughout the year as it has been updated each month.

Agenda Item: Adjournment

Presenter: Suzanne Farmer, PrAC Chairperson

Summary of Discussion: Motion for adjournment was made by Wayne Ackerman and seconded by Amy Rhodes. Immediately following the seconded motion for adjournment, PrAC member Landry commented that the September meeting date shared may not be correct (listed as September 23, 2022). Ray stated that she would check on the accuracy of the date and provide information to the group through email. Meeting ended at 11:43 a.m. ET.

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