

Council Meeting Minutes  
Tuesday, September 17, 2024

Meeting held at Maurice Pritchett Sr. Academy, 600 E. 7<sup>th</sup> Street, Wilmington, DE 19801 and via Zoom

## **PUBLIC SESSION**

- Helen Anderson chaired and opened the meeting at 6:07 pm
- Welcome, Housekeeping, and Council Roll Call
  - Attendees: Laura Burgos, Alethea Smith-Tucker, AJe’ English-Wynn, Dorrell Green, Lisa Lawson, Starr Wilson, Helen Anderson, Deirdre Joyner, Janis McElrath, and RaShona Brown  
10 present – quorum
- Public Comment: none.
- Approval of 8/20/24 Minutes – Motion by D. Green, Second by A. English-Wilson, vote: unanimous. Minutes approved.
- Executive Director’s Report – L. Burgos:
  - WLC FY 2025 Budget Narrative
    - Total \$15,940,051
      - Year 2 Operational carry over \$5,224,788
      - Year 2 Program carry over \$10,000,000
    - Some programs shifted to operational budget
      - Reading Assist at 4 schools; if rolled into operating budget, can be paid directly
      - New line-item School Leader Recruitment and Retention \$124,000
      - Will revisit WLC funding set up on October agenda
      - National Principal search for Bayard and Pritchett
        - Timeline: September/October roll clarification/job description; October recruitment; December final interviews, background checks, debrief and transition planning; earliest start date January, 2025
  - TLDF Kicked off September 12<sup>th</sup>
    - 37 Teacher Leader Design Fellows
      - Coaching support

- Inspiration visits
- TLDF model workshops
- Bring back to local schools
- Offered first Teacher Assessment Preparation Program (TAPP)
  - October 21st – December 5th
  - Tutoring 2 days per week
    - Online test prep
    - Peer study groups
    - Tutoring content
- College Unbound (CU)
  - Focuses on adult learners
    - Offered to WLC staff with less than 60 college credit hours
    - Grads will be supported in entering an ARTC program to pursue teaching certification and be placed within a WLC school
- Vision to Learn (VTL) mobile vision clinic
  - Access to eye exams and prescription glasses
    - Expect 475 examinations; 275 funded by WLC in 2024-25
- Educator Leader Team (ELT) Network Convening
  - October 12, 2024 9 am to 1 pm at Delaware Art Museum
    - Managing team conflict
    - Overview ELT Innovation Fund
    - Agenda design
    - Building consensus
- Wellness Wednesday
  - September 25, 2024 at 5 pm to 7 pm for Principals and Assistant Principals
- Welcome SDP Data Fellow Will Zemp
- Senior Administrative Assistant November 1 start date
  - Director of Professional Learning reposting and revamping position
    - Possibly a contractor
    - Summer WLC Symposium
  - Report concluded
    - Comment: Kudos to Dr. Burgos regarding initiatives
- Old Business/Updates:
- Effective School Boards Kickoff Retreat:
  - Rodney Jordan (attended by phone)

- Originally scheduled for August
  - Working on new dates
  - Need 100% attendance
  - Will interview each Board Member to get their perspective, prior interview conducted about a year ago
- Executive Director's Evaluation
  - Dr. Lawson: Former Chair worked on initiative, would like additional Board Members to help (H. Anderson and D. Joyner volunteered)
    - Evaluation on 3 sections of contract
      - Performance evaluation annually in December
      - Two-year contract expires April 14, 2025 with opportunity for one-year extension
      - 3% increase on one-year anniversary of employment
- Council Leadership Elections
  - Nomination Committee met on 12<sup>th</sup>; emailed highlights of expectations to Members re time involvement; support of Executive Director
  - Nomination for Chair: Helen Anderson motion by A. English-Wynn, seconded by L. Lawson; roll call vote: 8 yes, 1 abstained. Passed.
  - Nomination for Vice Chair: AJe' English-Wynn motion by Helen Anderson, seconded by D. Green; roll call vote: 9 yes. Passed.
  - Nomination for Treasurer: Motion by D. Green to table to October in light of budget discussion. Seconded by A. English-Wynn. Unanimously approved.
- New Business:
- Reading Assist service contract
  - Discussion held, regarding Reading Assist \$440,000, Jounce \$270,000 and Transcend \$150,000 contract amounts; Empower approved last month at \$150,000.
  - Question by A. Smith-Tucker: Will specific contracts be provided? Contact Dr. Joyner for administrative information. L. Lawson: Approval after discussion.
  - Motion to move approval of service contracts to after discussion made by L. Lawson, seconded by A. English-Wynn. Unanimously approved.
- Stipend of \$15,000 for new Principals after 1 year employment as part of incentive discussed.
  - Part of marketing piece to encourage longevity in position. Funding, autonomy and structured leadership, location integral to longevity in positions.

- Discussion: Data needed. A. English-Wynn suggested data be collected for a list of cities that have found success in this retention strategy. D. Green: Data from a traditional school district rather than Charter schools. L. Lawson: Interested in equity across all staff re: stipend. R. Brown: outcomes for children’s learning to drive incentives; incentive for extra work may bolster will to participate and succeed. Smith-Tucker: Concerns re: funding of special education, Title 9, built into budget -counter narrative. Review funding and balance funding in larger school budgets. H. Anderson: Incentives for longevity in Wilmington schools offered to a leader-can be used to recruit and continue work for all schools. D. Green: Need to try something new that’s sustainable and informed-use Empower HR if possible. A. English-Wynn: Data needed from similar cities. Smith-Tucker: May need an additional evaluation added for applicants in psychology. L. Burgos: Conditions make a difference. L. Burgos: Concept vote on stipend with continued discussion with Christina. Don’t need a vote now, a more formal plan is needed. Will bring more detailed proposals. L. Lawson: Would like information on compensation of others i.e. paras, teachers, etc.
- Vote on Alma Advisory Group Contract (Recruitment)
  - Discussion: A. English-Wynn: Are fees for reimbursement of lodging / travel negotiable? Burgos: Fees are within industry standard of 30-35% at 32% of base salary with a discount at 20% of second principal’s salary. Will thoroughly vet candidates. H. Anderson: Is now the right time to look? L. Burgos: Earliest start date is January. May not come from another school so the school year may not be an issue. D. Green: Cap to budget? L. Burgos: Capped at \$94,000 considering travel. L. Lawson: Empower or DSU to help? A. Smith-Tucker: High cost, Christina leadership in flux. Interim Superintendent starts October 1; wants them to have input; H. Anderson: position posted 5 times-need to do better in search for leaders and think outside of the box. L. Burgos: Section 6.2 of MOU: WLC works in partnership with the District Executive Director to make recommendations, when approved by Council, goes to District Board for approval. Alma is only a proposal-would need a few weeks to get a contract drafted. H. Anderson: Can we move forward with the Alma proposal subject to review and approval of contract? L. Lawson: Ask for proposals from Empower and DSU.
  - Motion made by A. English-Wynn, seconded by R. Brown. Roll call vote held, 8 yes, 1 abstained. Passed. L. Burgos will share concerns and have a contract drawn up.
- Vote on Jounce Contract

- Discussion: L. Burgos: Well known, partnered locally and in Philadelphia. Vetted a number of proposals. Regular surveys after coaching, also mid and end-year surveys. Involves coaching and facilitates projects like Chill, Community Councils, ELTs. D. Green: TL underwriting last year aligns with TLP ELTs so schools can manage. All 9 schools or just specific ones? L. Burgos: context driven coaching, can vary by school. A. Smith-Tucker: Would like to see feedback regarding expectations. H. Anderson: Feedback from 37 TLDF shares. Evaluation the effectiveness through surveys and observations of the coaching after each community of practice, mid and end of year, observations of coaching sessions and feedback throughout the year will be gathered. Coaches will work each week in the classroom. Success is measured by student achievement and growth. L. Lawson: Trust established outside of the evaluation process. This isn't an evaluative coaching relationship.
- Motion to approve Jounce contract made by R. Brown, seconded by J. McElrath. Roll call vote held, 8 yes. Passed.
- Vote on Vision to Learn Contract
  - Motion made by L. Lawson, seconded by A. English-Wynn. Roll call vote held. 8 yes. Passed.
- Vote on Transcend Contract
  - Discussion held: L. Bugos: Complements Jounce work. Two visits to expose leaders to successful schools across the country. D. Green: Supports 37 TLDFs. A. English-Wynn: Space, lodging fees? L. Bugos: Included in budget and approved.
  - January visit to Ron Clark, February visit to DC or Philadelphia public schools.
  - Further discussion: A. English-Wynn: Provide next steps and potential plan on moving process forward across schools. D. Green: Building leaders manage providers, not just collaboration.
  - Motion made by L. Lawson to approve, seconded by D. Joyner. Roll call vote held. 8 yes. Passed.
- Vote on Budget Narratives
  - Motion made by D. Green to approve both budget narratives as amended subject to State approval, seconded by J. McElrath. Roll call vote held. 8 yes. Passed.
- Next Council Meeting Date – Conflict
  - Discussion held. Next Council Meeting will be held October 14, 2024.
- Adjournment

- Motion by D. Green to adjourn, seconded by R. Brown. Unanimous. Meeting adjourned at 8:36 pm.