

Assessments of Candidates and Graduates Redesign Team
Minutes
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Redesign Team Co-Chairs

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Recommendations 1-4

The team did a quick review of previously written recommendations one through four. The team decided on a few changes such as saying “should adopt rather than “strongly encourage” for recommendation two. The team also wanted to clarify the “master principal document” that was used in recommendation four.

The team also talked about how other committees had defined residency, and therefore, would they have the additional task of creating an assessment for that? Residencies should be during the academic year and can take place as part of the internship.

Recommendation 5

The team continued a past discussion of recommendation five and the requirements of this recommendation.

Requirement 1 – no changes made

Requirement 2

- Under focus area 1, it should be required that all interns *participate* in every aspect of the hiring process, even if their contribution is in assignment only, not in the actual process of hiring. The ratio of activities that are assignment to actual will depend on the on-site manager.
- Focus area 2 should address meeting the needs of diverse groups, specifically to pay attention to all NCLB groups.
- For focus area 3, it was decided that interns should lead in the development and proposal of a complete professional development plan. Data in this activity should be based on data from the focus previously mentioned.
- During discussion of this requirement, a team member expressed concern over the ability of interns to complete all of the assessments within 200 hours.

Requirement 3

- Under focus area 1 it was agreed that interns should have to write recommendations that they would then present to their cohort.
- The team discussed how interns should be thinking about logistics and systems. They should be evaluating aspects of the school such as safety, personnel supervision, supervision of support staff, supervision of non-instructional areas, etc.
- The team decided that adequacy and equity should be added to focus area 2. Interns should assess if “the money is following the need.” Interns should report their findings to an SIP team or an equivalent group.
- Focus area 3 is another area where the team felt that interns should be evaluating systems. Since this assessment begins with the principal, it should also be reported to the principal.

Recommendation 6

A team member proposed that this section needed some rewording. Another team member went on to discuss that from this section it should be conveyed that on-site managers need to know their roles as mentors.

Conclusion

Much of the work of the redesign team was to review prior written outcomes and make sure that the language conveyed the purpose and to rewrite and make adjustments as needed. (The work of the committee is reflected in the Assessment Committee’s document – Assessment Committee Recommendations.) The team also considered the logistics of assessing candidates, from assignments to presentations.