



Principal Project Advisory Team
Monday, May 1, 2017 (11:30 am – 2:30 pm)
New York State Education Department
89 Washington Avenue, Albany, NY (Room 5A-5B)

1. Welcome, Objectives, and Minutes (11:30 am) Co-Chairs Nell Scharff-Panero and David Flatley
 - Understand what has happened since we last met
 - Recognize feedback we received from focus groups and surveys occurring Mar 3 - Apr 10
 - Consider the view Ed Schools deans have of the 2015 *Professional Standards for Educational Leaders* (online survey results)
 - Decide whether to approve additional beliefs based on “Fab 5” revisions
 - Review online survey results showing Advisory Team member reaction to each breakout group’s recommendations
 - Compare March 22 draft recommendations from breakout groups to May 1 draft of consolidated/merged recommendations
 - Decide if discrepancies exist between March 22 draft and May 1 draft; and if so whether to reconcile them (and how)
 - Use “Fist to Five” to identify how many and which recommendations enjoy consensus support of the Advisory Team
 - Understand plans in place to gather stakeholder feedback (May 2 – May 15)
 - Confirm (or identify needed change to) the process we will use to reach consensus recommendations on May 31, 2017
 - Review and either accept “as is” or agree on any needed change to the minutes from meeting #5 (March 22, 2016)
2. IDENTIFYING RECOMMENDATIONS THAT HAVE THE POTENTIAL TO ENHANCE THE PREPARATION OF SCHOOL BUILDING LEADERS
 - Reaffirming our initial agreements - at the outset, we agreed we would:
 - o Accept Commissioner’s invitation and seize the opportunity to accomplish together what no one of us can achieve alone
 - o Forward recommendations that we reach by consensus
 - o Model openness by seeking first to understand others before advocating
 - o Show we’re reasonable by accepting and supporting proposals we can live with (and not just those that are perfect or ideal)
 - o If initially -- as a matter of conscience -- we can’t support a proposal, state what would make it something we do support
3. WHAT HAS TRANSPIRED SINCE OUR LAST MEETING ON MARCH 22, 2017 (11:40 am)
 - High-concept paper (submitted to ESSA Think Tank on behalf of Advisory Team) is now included in the draft ESSA plan for NYS
 - 235 individuals responded to a paper and pencil survey conducted Mar-April, 2017
 - Deans completed an online survey related to the *Professional Standards for Educational Leaders*
 - Alignment studies completed (gauging whether SBL exam covers content/skills from *Prof’l Standards for Educational Leaders*)
4. FEEDBACK FROM THE FIELD: Review results of 22 focus groups and survey occurring Mar. 3–Apr. 10, 2017 (11:45 pm)
 - Consider themes from focus groups, feedback on belief statements, and reaction to preliminary recommendations
 - Consider whether our proposed beliefs and preliminary recommendations are moving in the right direction
 - Identify the most important “takeaway” (do these results point to any “deal-breakers”?)
5. FAB FIVE DELIVERS ON BELIEF STATEMENTS: Carryover from Meeting #5 (12:10 pm)
 - Consider the five belief statements Fab 5 rephrased in a way that incorporated suggestions offered by Advisory Team members
 - Use “Fist to Five” to identify how many and which revised beliefs enjoy Advisory Team support (add to list of approved beliefs)
6. GAUGING REACTION OF ADVISORY TEAM COLLEAGUES TO BREAKOUT TEAM RECOMMENDATIONS: Review survey results (12:40 pm)
 - Use summary of online survey of Advisory Team to identify recommendations enjoying support and those where opinion is divided
7. DISCREPANCY CHECK: Compare March 22 recommendations from breakout groups to May 1 merged recommendations (1:00 pm)
 - Compare the two documents (note important discrepancies on chart paper)
 - Decide if adjustment is needed in your breakout group’s recommendation; if so, craft language and be ready to report out
8. CLOSING IN ON RECOMMENDATIONS: Use “Fist to Five” to identify recommendations that we all support (1:30 pm)
 - Point by point move through recommendations and use “Fist to Five” to identify those that will move forward
 - o Whole group follow-up discussion.
9. PROCESS GOING FORWARD: Understand and agree on process and norms (2:15 pm)
10. Adjourn (2:30 pm) Co-Chairs Nell Scharff-Panero and David Flatley