Principal Project Advisory Team
Summary (minutes) of Sept. 21, 2016 Meeting

Deputy Commissioner John D'Agati opened the meeting at 1:30 pm. Commissioner MaryEllen Elia offered welcoming remarks. Co-Chairs Nell Scharff-Panero David Flatley greeted members. Members introduced themselves.

In an exercise called "Start Point", each member answered a single question, "What is the single most-important issue or concern you have related to this work." Post-its were collected and organized thematically.

Members reviewed the charge, deliverables, and success criteria.

Members agreed to three starting assumptions (see attachment called "agreements and notes transcription").

Members agreed to 6 norms (see attachment called "agreements and notes transcription").

Members agreed to a consensus-building process (see attachment called "agreements and notes transcription").

Members agreed to 4 tactics to prevent "mission creep" (see attachment listing "agreements and notes transcription").

Each member was invited to consider what it will take for the Advisory Team to achieve its aim. For that to occur, members must be willing to hear and consider viewpoints that may differ from their own. To reach a consensus recommendation, members of the Advisory Team have to agree to be open, reasonable, and flexible in their thinking. Because the only kind of recommendations go forward to the Commissioner and NYS Board of Regents are consensus recommendations, the success of the project depends on the members' willingness and ability to be reasonable and flexible and open. It was explained that in this context, the word "reasonable" means that each member agrees to "subordinate self-interest so we achieve our objective and accomplish as a team what no one can alone achieve." Each member was polled and responded to a single question, "do you agree to be reasonable?" Members agreed to be reasonable and flexible (see attachment listing "agreements and notes transcription").

Members reviewed the post-it notes that were collected during the opening exercise titled "Start Point." Each post-it notes was placed into one of four categories (mission, power, structure, and resource). The categories are drawn from the work of Robert Terry (see attachment listing "agreements and notes transcription".)

Members considered slides from the Sept.12, 2016 presentation on the "Principal Preparation Project" to the NYS Board of Regents (slides 6-8). The slides addressed a question, "What problem are we trying to solve?" In small groups, members identified other aspects that may be overlooked (see attachment listing "agreements and notes transcription").

Members worked in small groups in a consensus-building activity. Each member identified two important "takeaways" from the member responses to a prompt ("If you could have what you want in a program to prepare school leaders, what would you have?"). In small groups, members compared "takeaways" and reached consensus in their small group around a rank-ordered list of important "takeaways" (see attachment listing "agreements and notes transcription".)

In the interest of time, the final work-out on the agenda (item titled "Data by Source") was moved to a future meeting.

Members were invited to save the date (in the event that the Team finds it needs additional time to complete the work. The two dates offered were Wednesday, April 12 and Wednesday, May 31. Some noted a conflict with April Spring Break.

Co-chairs adjourned the meeting at 3:05 pm.