YOUNGSTOWN CITY SCHOOL DISTRICT
ACADEMIC DISTRESS COMMISSION

Members:
Dr. John Richard
Mrs. Selina Cotton
Dr. Maria Hoffmaster
Dr. Ben McGee

Anthony J. Farris, Office of the Attorney General

YADC WORK SESSION MINUTES
WEDNESDAY, JUNE 2, 2021 ~ 4 P.M.
ZOOM VIDEO CONFERENCE MEETING
https://youngstown.zoom.us/j/97556896403?pwd=L0RLcWE2bmZCcVRxaWpkeU5oQVR2Zz09
Meeting ID: 975 5689 6403 Passcode: 994092

I. The Youngstown Academic Distress Commission meeting was called to order by Dr. John Richard, YADC Chairman at 4:01 p.m. via zoom conference on Wednesday, June 2, 2021.

II. Roll Call – Members present: Dr. John Richard, Dr. Maria Hoffmaster, Dr. Ben McGee
Note: Mrs. Selina Cotton arrived at 4:04 p.m. after roll call

III. Approval of June 2, 2021 work session agenda
Roll Call Vote
Motion by: M. Hoffmaster, Seconded by: B. McGee
Ayes: J. Richard, M. Hoffmaster, B. McGee
Nays: None
Motion carried

Dr. Richard opened the special meeting for the purposes of work session.

IV. Topics of Discussion
A. YADC sub-committees
Curriculum/Instruction committee - Dr. Richard expressed that the committee will only be informational in nature and created to gain better understanding. Committee will not advise or make decisions. Dr. Hoffmaster was requested to lead the committee. She commented that the committee would provide updates and report out to YADC maybe once a year and perhaps having two meetings throughout the year. She expressed that the district’s focus plan is highly in alignment with the strategic plan. Committee members to include another YADC member, 2-4 district instructional team members selected by CEO Jennings, and a few stakeholders.
Dr. McGee mentioned that if there is a need for two commission members for the committee he would recommend Mrs. Cotton to participate especially with her being a teacher and her district insight. Mrs. Cotton commented that she does not mind at all and that she is willing to help especially with planning.
CEO Jennings will send recommendations for the committee to Dr. Richard and Mrs. Carpenter and stated that he will be one of the members. He commented that there will be a need to establish that the committee is not a decision-making body. Dr. McGee asked if within the equity committee if there is a curriculum component. Jennings answered yes. Dr. McGee shared that there needs to be clarity with the purpose and function of each of the committees being established within the district, so people don’t get confused.

Dr. Richard proposed the question to YADC members the possibility of having a Strategic Plan sub-committee? It was suggested that the bi-monthly meetings focus on one major area of the plan and that would be the topic for the meeting, in addition to the committee looking at implementation and sub-components of the plan. The strategic plan is the primary purpose of the YADC. CEO Jennings commented that he rather not. He is not for sure if the committee is needed, due to the strategic plan being the primary purpose of his responsibilities as CEO. A large portion of staff would be needed to be a part of the committee. Mrs. Cotton stated that she understood both sides and completely understands the monitoring of the plan, but in meeting every other month there is a time to discuss information during the meeting but her question was - what happens afterward. Dr. Hoffmaster commented on fidelity measures, staff development, and implementation that is interconnected so not for sure how we would break things apart. She suggested that it might be helpful having everything together especially for communication purposes and maybe one committee to pull out is equity. Dr. McGee suggested to wait and see, begin with the strategic plan component for every meeting. If there are components that need more attention along the way, then decide. As a whole YADC can make recommendations, suggestions, or even praise. Dr. Richard commented that the YADC is not a decision-making body, we can make recommendation and suggestions to the CEO. He concluded that at this time the YADC will hold off on the Strategic Plan sub-committee.

B. YADC return to in-person meetings
Dr. Richard stated that the next YADC regular meeting in June will be virtual and the Board of Education members have been invited to attend and participate. He also shared that with statewide health orders being lifted on June 30 for public boards and commissions, the August meeting will be planned to be in-person. Still being mindful of pandemic and being socially distant and careful. If anyone has concerns or questions they can feel free to call/text/or email Dr. Richard to further discuss.

C. YADC’s work for the remainder of the calendar year
Dr. Richard shared that he would like to determine focus areas of the strategic plan for the bi-monthly meetings in June, August, October, and December. Perhaps for each month determine one major area in the strategic plan each meeting and also focus on 2 or 3 sub-components. He would like to see a calendar for those months, so we know what to expect, in efforts to be thoughtful and intentional. Dr. McGee shared that he favors that approach, realizing that there will need to be some overlap. Mrs. Cotton also agreed with Dr. McGee and asked would there be any room for overlap from previous meeting discussions to bring discussion items back up? Dr. Richard - **Noted** that the YADC agendas should reflect a follow-up section from the previous meeting. CEO Jennings asked would this follow-up be towards district
practices or strategic plan. Dr. Richard, said a little bit of both. Dr. Hoffmaster agreed to Mrs. Cotton’s & Dr. McGee’s recommendations.

Dr. Richard suggested to possibly look at 2-3 topics from the overall major focus area and see how it is being implemented – show how the plan is translating into action in the district with support data and information. As much as possible, we want to hear from all stakeholders that are working closely with the plan. Dr. McGee agreed and commented that there is value when you hear from multiple sources and levels. Mrs. Cotton also agreed, it would be good to hear from a different view and perspective. She asked what would be the selection process of the staff stakeholders. How would you select the individuals? Would Jennings’ leadership team identify those people, would they be at various grade levels (elementary, middle, high school)? Dr. Richard stated that we would look to CEO Jennings, but also YADC and district leadership. In establishing the meeting calendar, we would know what is ahead and request to hear from the respective representative or group. CEO Jennings expressed that if possible to reserve the right to choose who.

In planning ahead, Dr. Richard stated that we will move forward with Jennings’ recommendation if we need to hear from someone but if needed the YADC would also have a conversation if they need to hear from someone else as well. Dr. McGee shared that we can always make adjustments as we establish the format. He likes the original concept, just may need to adjust. CEO Jennings stated for the purpose of the meeting format structure he will create a calendar based on strategic plan focus points/topics for the next YADC meetings in June, August, October, and December. Then possibly come back and see what individuals/groups to hear from. At the beginning of every meeting, there can be follow-up questions from the previous meeting.

Dr. Richard stated that in looking at the YOUPrint plan and determining meeting topics, for the upcoming meeting in June, we need to look at the first component of the plan which is Improve Academic Performance, perhaps focus on:

- Academic recap of the previous year
- Literacy plan/implementation
- VPA expansion
- Assessments/to guide instruction
- Student/Staff Attendance
- Summer enrichment/assessment

Dr. Richard & Mrs. Cotton commented that in general, there are four major areas of the strategic plan, but all topics usually always come back to the academic component. Both Dr. McGee and Dr. Richard would like to hear more about assessments in the June meeting. Where are the students? What is our plan for learning recovery?

Dr. Richard suggested for the June meeting, target on focus area #1 and perhaps its 4 sub-components along with Q & A and implementation. Maybe 30 minutes for each area. 10-15 minute presentation/10-15 minutes Q & A. Anyone that could participate to discuss implementation would be appreciated.
CEO Jennings – stated that he can re-share the testing and assessment calendars. Dr. McGee followed up for clarity, that for the assessment and data, we need to take a deeper dive to how and what.

Dr. Richard commented that for the upcoming agenda, there will be plans for executive session to address CEO’s contract, planning for the future, valuation cycle for the upcoming year. Dr. Richard & Dr. McGee also recommended and agreed for an agenda item for the next meeting, a farewell salute to retiring Superintendent Joseph Meranto.

V. Adjourned at 4:51 p.m.
Roll Call Vote
Motion by: B. McGee, Seconded by: M. Hoffmaster
Ayes: J. Richard, M. Hoffmaster, B. McGee
Nays: None
Motion carried