

Teacher Quality Committee Meeting Minutes October 1, 2007

The Teacher Quality Committee met on October 1, 2007, from 8:00 to 1:30 in Room A of the Education Service Center. All members were present: Sandy Cannon, Ron Colling, Diane Cox, Kris Flewelling, Mette Malek, Linda McEntaffer, Jan Olson, LuAnn Richardson, Doug Robbins, Janet Rohmiller, Mary Jo Salem, Jeanene Sampson, Donna Walsh, and Cindy Washinowski. Steve Crary was also present to facilitate parts of the meeting.

The meeting began at 8:00 a.m. with a review of the minutes from the September 20, 2007, meeting. No additions or corrections to the minutes were made.

The professional courtesies were reviewed.

Parking Lot Issues

Summer training stipend rate was tabled until LuAnn is able to discuss this item with the No Child Left Behind Team.

Individual PD Plans

It was agreed by members of the committee that teachers and principals welcomed the extension for the ITPDP deadline to December 1, 2007. A rough draft of the Q & A's was presented by the TQC subcommittee. Committee members gave input. The subcommittee will make the revisions and send email it to teachers and principals.

Calendars

The committee reviewed the PD calendars created at the last meeting. No revisions were made. Colored copies will be distributed to principals at their next principals' meeting. The TQC recommended that one copy of the calendar be posted in the Teachers' Lounge or Mail Room.

Para educators will have an all-day professional development opportunity on January 11, 2008.

Elementary Planning Time

The committee discussed how elementary planning time could be monitored. It was suggested and agreed that the language of the Addendum to the 2007-2009 Master Contract as it applies to planning time be distributed to all teachers and administrators in the district:

"Each Monday an average of thirty (30) minutes will be provided for collaborative planning time. Generally this time will be from 2:40 p.m. to 3:10 p.m. This time may include planning and developing lessons; examining student work and data; problem solving; and any other activity the educators deem to be important to elevate student achievement. This time may be used for individual or team

preparation. This time will be monitored by the "Teacher Quality Committee" on an ongoing basis."

It was suggested that a survey/questionnaire be created to be completed by each professional learning community/grade level team and compiled by the building leadership team quarterly. The compilation of building results will be submitted to LuAnn by November 1 and January 14. (The intent is to have professional dialogue, rather than individual response.) The survey will be distributed to the elementary principals at their October meeting. The principals will work with their building leadership teams to gather the collective responses.

Questions:

1. List the three most frequent ways that you have used the Monday additional planning time.
2. What was the most effective thing you did during the additional planning time?
3. How did it impact student learning?

Market Factor Recommendations

Discussion was centered around difficult positions to staff, the need for incentives such as forgivable loans to teachers who go back to school to get certification in difficult-to-staff teaching positions, and bonuses for district employees who 'recruit" people to the district to fill these difficult-to-staff teaching positions. Steve Crary will compile the ideas generated today and submit in draft form to the members of the committee by October 10.

Monitoring Professional Development Plan to Determine Allocation of Resources

It was decided that Janet and LuAnn would compile information to bring to the next meeting.

Next meeting: October 10 (Wednesday) at ESC

8:00-3:30

Lunch will be on our own.

Agenda Items for Next Meeting:

- Review Q & A
- Monitoring Evaluation Requirements
 - Teacher Evaluation Update—Pete Garlinghouse & Linda Madison
 - Administrator Evaluation Update—MJ & LuAnn
- Monitoring Implementation of TQ Requirements
- Communication Plan
- PD plan analysis