

Teacher Quality Committee Meeting Minutes  
January 23, 2013

The meeting was called to order at 8:05 a.m. Kim introduced new member, Genevieve Perrin, and student teacher, Erin Barkley.

Minutes & Updates

- A. Today's Agenda—review and approve agenda for today—reviewed and approved.
- B. Minutes—review and approve October 15, 2012, minutes—reviewed and approved.

Action Items

A. Budget FY 12-13

- a. Revise budget for 2012-2013—Kim indicated there is money left over for this fiscal year. She disseminated a handout concerning a Leadership Academy proposal and one concerning TQ funding for 2012-2013. The proposal for Leadership Academy was to have one day for all teachers to hear more about PLCs, a second day for teachers to participate in deeper discussions on PLCs, then a day for BLTs to meet to plan PD. The two days would be back-to-back, and teachers would have had to attend the first session in order to attend the second session. Dates for such were discussed, and Kim will contact Solution Tree to inquire about available dates for a simulcast. Kim will investigate the possibility of offering for renewal credit. The consensus was that the first or second week in June would be most appropriate. There was minimal discussion on how to spread the word, as Leadership Academy will necessarily look different this year. Teacher Quality dollars would fund the teachers' time, and Title DINA would fund the overhead costs. This committee would consider meeting briefly shortly after the Leadership Academy to critique its success, then decide whether or not to allocate funding for the following year, and feedback would be solicited from teachers. Approximate expected expenditures were approved by the committee.
- b. There was minimal discussion on whether or not teachers who did not participate in the planned TQ PD on January 14 should be compensated; the consensus was that they should not. Further discussion ensued regarding whether or not teachers should be able to choose not to attend Monday TQ PD and instead work in their rooms for that time and be paid. Again, the consensus was that they should not. Further, if a teacher misses TQ PD on Mondays because of coaching, etc., there is to be no makeup time.
- c. Iowa Core Curriculum Requests; Examine and make decisions about any requests for allocation of funds to support current ICC work and goals—Elementary must be aligned to the Iowa Core by July, 2014. Approximate expected expenditures were approved by the committee.

Discussion Items

- A. Calendar Review—Jill Knuth disseminated drafts of the school calendars for the 2013-14, 2014-15 and two drafts for the 2015-16 calendar, these last two with different start dates. The calendar for next school year is basically the same, while the others have some variations in start/end times and the number of days per semester. The week-long Spring Break would remain in place. There was a great deal of discussion regarding the earlier start scenarios and the fact that nine buildings are without air conditioning, and that at the secondary level, there would be fewer days for semester testing, grading, and scheduling of students and teachers. Changing the semesters' end will also affect IPERS for retirees. There was minimal discussion on making some changes to calendar dates, some shifting or deletion of dates. The calendars go to the board for discussion on January 28, and for vote on February 11.
- B. Update Regarding BLT Membership—Jim Vanderloo indicated that he and Brian Burnight met with their administrators regarding the system used to select their BLTs. He stated that their recommendation was to make sure vacancies were open to all staff, and that the parameters and expectations should be very specific. It was suggested that the teams have term limits so as to facilitate equal access, although the administrator would make the final determination on who would serve. Kim suggested drafting a survey for the next cadres to gather information on where buildings are in terms of their memberships. Perhaps parameters should be put in writing, because dollars are attached; making the process more formal, including interviews.
- C. Iowa Core Curriculum Update—Kim will visit with other districts regarding their elementary language arts curriculum and resources available, then begin the work on alignment to the core curriculum. Classroom teachers need to be involved, as well as coaches.
- D. Budget FY13-14—There was discussion on the safety trainings becoming a part of some of the Monday TQ time, as opposed to using teacher planning time. Consensus was that the videos do not fall under the umbrella of professional development. Next meeting agenda will include a discussion item around how the structure of TQ hours might be improved on, as well as the content. May want to change the six-hour TQ day to summer, making the January TQ day a noncontract work day. The consensus was to keep the Monday TQ PD in place.

Next Meeting—April 17, 2013

- 8-11 a.m.
- ESC Professional Learning Center, Room 105
- Agenda Items; Adjusting FY13 Budget; Budget FY14

Respectfully submitted,  
Gloria James, Recorder

Members Present  
√See Attached

**TEACHER QUALITY COMMITTEE  
MEMBERSHIP ROSTER—2012-2013**

√Kim Buryanek, Facilitator

√Jim Vanderloo

Brian Burnight

√John Beeck

Mary Motz

√Joe Malsam

√Deb Padomek

√Donna Walsh

√Kris Flewelling

√Linda McEntaffer

√Sandi Cannon

√Chris Poeckes

√Genevieve Perrin

√Charles Hoberg

√Jill Knuth

√Gloria James, Recorder