

Teacher Quality Committee Meeting Minutes
December 12, 2007
8:00-3:30

The Teacher Quality Committee met on December 12, 2007, from 8:00 to 3:30 in Room A of the Education Service Center. The following 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. Bruce Lear and Steve Crary were also present to facilitate and participate in parts of the meeting.

Minutes were read and approved.

ITPDP

Discussion regarding the Individual Teacher Professional Development Plans. The plan will be reviewed by an administrator and discussed with the teacher at least annually and will become part of the review process. Some teachers have not received feedback regarding their ITPDP. Administrators will be encouraged to do so.

Market Factor Incentive Recommendations

Steve compiled and distributed the Market Factor Incentive recommendations discussed at the last TQ meeting. Steve will send an email to all employees to inform teachers and paraprofessionals of the opportunities provided through market factor incentives.

Elementary Planning Time

LuAnn is still gathering information regarding elementary planning time from the elementary buildings. She will bring it to the next Teacher Quality Meeting.

Monitoring Evaluation Requirements

This item was tabled for discussion until our next TQ meeting so that Dr. Linda Madison is able to join us in the discussion of Evaluator I and Evaluator II training.

Model Evidence

Jan Olson reviewed the model evidence for Iowa Teaching Standards and Criteria for the Committee. She proposed that the original Performance Review Committee be reconvened in February to revisit the instrument, language of the law, etc. Members on original committee: Steve Crary, Jim Vanderloo, Mette Malek, Linda Waugh, Paula Crandell, Tim Foix, Jan Olson, Amy Snodgrass-

Swensen, Diane Cox, Jackie Warnstadt. This committee will report and make recommendations to the Teacher Quality Committee later this spring.

Summer Training Stipend Rate

LuAnn and Steve recommended to the Cabinet and No Child Left Behind Team the following stipend rates for consistency across the district in all departments:

\$60—half day

\$110—full day

\$160—full day + overnight

The TQ Committee agreed to this proposal. All summer stipends paid to teachers will be at these rates.

Communication Plan

There is a sense by members of the committee that there are few questions about the work of the Teacher Quality Committee. In our next issue of "Connections," we will remind our readers that the agendas and minutes of meetings of this committee are posted on the website.

Incentive pay and teacher quality money information will be communicated to teachers in an additional email that Steve will send.

2008-2009 Calendar

The committee agreed that the recommended PD calendar for the 2008-09 school year would be similar (if not exactly) like the 2007-08 calendar.

Monitoring PD Plans

Jan will email the revised Teacher Mentoring & Induction District Plan to all committee members for feedback before February 1, 2008.

Janet distributed graphs of self-reported progress of the indicators of the Iowa Professional Development Model according to the rubric created by the state. These perceptions were reported by Building Leadership Teams at last summer's Leadership Academy. The graphs illustrated perceptions of implementation of the model K-12, elementary, and secondary (which was also broken down by middle school and high school). It was suggested that this be administered again among our Building Leadership Teams before the end of the school year. It was also suggested that this (or parts of this) be administered to all teachers to establish a baseline and gain feedback from all.

Janet then reviewed the "essential components" of our district professional development plan and the progress that the district is making (by level) in each

area for the current school year (2007-08) as well as last school year (2006-07). We discussed the first two elements: focus & integration and collaboration.

Discussion was centered on technical support provided to the buildings and the need to provide more support to our secondary buildings, involving them in the planning process. It was agreed that the principles of adult learning need to be revisited with Building Leadership Teams. Janet and LuAnn will identify time that we will be able to do this sometime during the spring.

Next Meeting Dates:

TBD after consideration of sub availability. LuAnn will check on subs and email the committee members with possible dates.

Next Meeting's Agenda:

Monitoring Evaluation Requirements—Dr. Linda Madison

Elementary Planning Time

Continued discussion regarding District PD Plan—Essential Elements

Continued discussion of collaboration—Jeanene will bring activity

Analyze sample building PD plans from our district

Make recommendations regarding monitoring PD plans

Discussion/feedback on Teacher Mentoring & Induction District Plan—Jan Olson