

District Staff Development Committee
Tuesday, December 12, 2006
Administrative Services Boardroom
12:30 p.m.

Members Present Jim Smokrovich, Steve Wright, Jenna Boedigheimer, Janey Hill, Kathy Selmsler, Rod Eidelbes, Tim Larson, Eric Northard, Connie Kotonias, Len Rothlisberger, Kathy Miller, Brenda Gibeau, Charlene DeLawyer, Connie Daigle, Teresa Stephens, Cheryl Burns, Ann Carlson, Dale Christy, Kristen Dimich, Jenifer Benes

Guests: Eric Koenig, Steve Schaar, Tim Thomas

I. Call to Order

Rod Eidelbes called the meeting to order at 12:44 p.m.

II. Additions or Corrections to the Agenda

No items were added to the agenda.

III. Minutes of October 11, 2006

Moved by Kris Dimich, seconded by Steve Wright to accept the minutes of October 11, 2006 as printed. Motion carried.

IV. Committee Reports

B. Budget.

Updated budgets through November 30, 2006 were distributed to each building. Should you have questions or concerns, contact Lorrie Larson.

Effective January 1, 2007, the new mileage reimbursement rate will increase to \$.485/mile.

Moved by Connie Daigle, seconded by Brenda Gibeau, to have Jenny Benes provide secretarial services to the District Staff Development Committee with additional time, as needed, paid through the committee's clerical budget. Motion carried.

C. Mentor/Mentee

No report at this time.

D. Policy

Revisions to the policy manual are in progress.

A. Program

Suggestions for the January program included Children's Mental Health Services and a technology update including information on myspace.com, chat rooms, etc. Kristin Dimich will contact District Services to arrange for a January 11 presentation.

Eric Koenig presented information on our crisis management plan and what's happening district-wide to help keep our buildings safe. He was assisted by Steve Schaar and Tim Thomas. Red crisis management folders are available at all sites in the district. This is a huge asset to substitutes and other staff. Crisis trainings have been given at all

sites except Itasca Resource Center. Security is enhanced by having staff, students, substitutes and visitors wear or have on their possession an identification badge. Initiatives at the high school include modified evacuation plans developed for each special needs student, weekly emails sent out highlighting crisis tips, interior and exterior doors labeled, surveillance cameras, and a confidential email address for those who might wish to request help or report concerns in confidential manner. The email is safe@isd318.org.

Eric explained the four phases of crisis management: response, preparedness, mitigation and recovery. Future goals include staff table tops, student/parent reunification plan/training, and pin number development to further identify parents. It's important that students do not use cell phones to notify parents of emergencies; this could cause a busy network error so calls wouldn't go through. Eric will also present a break-out session at the March 9 multi-district inservice.

The meeting was recessed at 1:55 and called back to order at 2:00.

V. Old Business

A. NCLB and Academic Standards Update.

Charlene DeLawyer gave an update on the MCA II results and the star ratings given. Individual sites have received their data, isolated specific substrands and are addressing areas of concerns. The district needs to pay particular attention to our free and reduced and special education student population. A 3% difference between subgroups is considered significant. ISD 318 did make Adequate Yearly Progress (AYP) but it takes two consecutive years to be removed from AYP. District math scores are consistently above the state average. The grade 11 math test is very difficult. The high school math department is currently reviewing curriculums but will take their time choosing a new curriculum that addresses the new math standards. Our middle level math adoption will follow the high school.

B. Shared Decisions Update.

Early release day plans were reviewed by District Shared Decisions and the afternoon of January 9 has been well planned. The committee's goals are being revised. It was suggested that press releases would be a valuable way to share with the public the reason why early release days are planned and what is accomplished.

C. Professional Development.

MN Reading Association is sponsoring a workshop with Jim Burke, a 10 book author, entitled, "Helping struggling readers succeed." This will be held on January 13, from 9- 3, at the Maplewood Holiday Inn. Five CEUs are given.

Eric Northard shared information on the National Endowment for Humanities. Check out their website at: www.neh.gov.

Staff Development for Educators (SDE) is sponsoring differentiated classroom instruction for Grades 1-6, on February 13 in Minneapolis.

Itasca County Human services will be co-sponsoring a series of lessons from the field. The February 5 inservice features disturbances of attachment. Other workshops are offered in March and April, all free of charge.

Professional development opportunities should be sent to Jenny Benes to link to the district's website at: <http://www.isd318.org/recert.htm>. Information on upcoming workshops is listed for those seeking further education and continuing education units.

D. March 9 Multi-District Inservice.

Dr. Kathie Nunley will speak on the brain and reading connection during the Friday, March 9, morning session. A grade level/department level meeting will be held from 11:15 – 12:00. One breakout session will be offered from 1:00 – 3:00. Registration materials will be available in January. The multi-district committee has attempted to offer courses that will cover all recertification requirements. A cookie/coffee break will be served in the mid-morning with lunch at Noon.

It was suggested that future workshops on the rights of teachers, lunch laws, policies, and mandated reporting be offered. Roger Aronson was suggested as a good person to contact.

E. Recertification.

Priority will be given to those staff needing to recertify in 2007. Please hold your recertification requests if you do not need to re-license until the years 2008 –2010. The committee will get to all requests by the end of the year. All licensure renewals after January 2007 will be done online. The goal is that a person could access the site and then click and see their status. Substitute teachers are encouraged to contact a building principal to get additional CEUs by attending an early release day session. The next recertification meeting will be held on January 11, from 12:30 – 3:30.

VI. New Business

A. Best Practices.

No requests were presented.

B. Staff Vote on 07-08 dollars.

Rod Eidelebes reported that a vote was conducted among ISD 318 teachers as to waiving \$319,000 of the allotted \$419,000 of staff development monies for the 2007-2008 school year as per MS 122.61. The staff voted by a margin of 59% to 41% to allow this waiver. This vote is conducted every two years. Members were concerned that the wording was unclear and were disappointed to see the close vote.

C. Chair and Co-Chair for 07-08.

Members commented that you can't go wrong with Steve Wright. Interested members who'd like to become chair and co-chair will be gladly welcomed.

D. 06-07 Staff Development Reporting.

The 06-07 staff development report has been completed by the December 15th deadline. Next year, each site will need to enter their building plan online.

E. August 2007 Multi-District Day.

The multi-district committee has chosen not to hold a fall and March inservice for the 07-08 school year and instead have a quality, motivational speaker address staffs in January 2008. Evaluations have indicated that staffs prefer time in their own district and in their own room at the start of the school year. Another suggestion was to clean up the many breaks during November for one longer break.

VII. Closure

A. Motion to Adjourn

Moved by Steve Wright, seconded by Jenna Boedigheimer, to adjourn the

meeting at 2:57. Motion carried.

B. Next Meeting Date.

Our next meeting date is **Thursday, January 11, 2007**, in the **Administrative Services Boardroom at 12:30 p.m.**

Respectfully submitted,

Jenifer M. Benes