

**District Staff Development Committee**  
**Thursday, September 13, 2007**  
**Grand Rapids High School Loft**  
**4:00 p.m.**

Members present: Harvey Hietala, Len Rothlisberger, Siri Prato, Ann Carlson, Connie Braiedy, Connie Daigle, Angie Anderson, Janey Hill, Kathy Selmsler, Dale Christy, Charlene DeLawyer, Jenifer Benes, Shelly Schramm, Amy Luke, Kristin Dimich, Jim Smokrovich

**I. Call to Order**

Connie Braiedy called the meeting to order at 4:13 p.m.

**II. Additions or Corrections to the Agenda**

The following items were added to the agenda under professional development: MN Department of Education inservices, Itasca Area Schools Collaborative (IASC) math workshops, IASC Differentiated Instruction summer courses, Data Retreat, Youth Intervention Programs Administration (YIPA) conference at Wendigo.

**III. Minutes of May 17, 2007**

Moved by Kris Dimich, seconded by Ann Carlson, to approve the minutes of May 17, 2007, as amended in the recertification paragraph to state individuals will be able to *track* their hours rather than enter their hours. Motion carried.

**IV. Committee Reports**

Changes and updates were made to the District Staff Development Committee membership roster. Janey Hill will provide updated lists to members. A representative for the itinerant staff will be sought.

The subcommittee list was reviewed and revised. Dale Christy was added to the budget committee; Betty Brandt, Joan Bibeau and Georgia Niles were added to the mentoring committee and Sue Drobnick removed; Connie Braiedy was added to the District Academic Standards committee; Dale Christy was added to the Inservice Committee. Janey will also provide updated copies of this list at the next meeting. Jenny Benes will update the committee's website.

Ann Carlson will provide Connie Braiedy with a list of members preferring to receive paper copies of staff development materials rather than emailed copies.

**Program**

Since January, 2007, Vicki Nelson has been working with the Alternative Education Task Force to determine existing alternative education programming in ISD 318. Their definition of alternative education: *Alternative education is for everyone! It includes an array of programming to accommodate learning with student-directed choices that respond to individual needs. Programming is in multi-use facilities and utilizes a mix of traditional and community resources.* Positive changes in alternative programming have been made during the last year. The Task Force will provide a report to the School Board later in October with a recommendation that an Advisory Committee be formed so that the Task Force's recommendations can be addressed.

**Differentiated Instruction**

Dr. Stephen Schroeder-Davis provided a week-long training July 23-27 at the Robert J Elkington Middle School on differentiated instruction, blending and middle school philosophies. He also presented to middle school staff on the morning of August 30. He will return during our October 25 early release day to discuss instruction,

identification and meeting the needs of all students and again on January 8. On September 18, he'll address parents during the RJEMS open house and talk about differentiation in the gifted areas, student achievement, and parent involvement. Next summer, he plans to provide two week-long trainings: Course I is scheduled from June 23-27 and Course II from August 4-8.

### **Future Program Ideas**

Provide a list of program ideas to Kristin Dimich. Some suggestions included College in the Schools, Project Lead the Way, All Day/Every Day Kindergarten, and Superintendent Joe Silko's State of the District update.

### **Budget**

Updated budgets for 07-08 were distributed. College in the Schools (CITS) will be included on the line item with IB and Advanced Placement. It was requested that Lorrie Larson provide a list of staff that comprise the FTE allocation for each site and also a list of the most commonly traveled cities that have higher meal rate reimbursements. Noting the large amount of carryover funds, sites were encouraged to make use of their dollars. Sites were reminded to set goals broad enough to include all staff. Multi-District professional days have provided workshops at a very minimal cost reducing the need to send individuals out of the area. At the next Administrative Council meeting, the amount of carryover staff development dollars and more inclusive goals will be discussed. A Saturday recertification day is being considered to meet staffs' licensure and renewal needs.

### **Mentor**

Charlene DeLawyer reported on the August 28 mentoring inservice. Twenty-two teachers, along with their mentors, attended. Six new teachers have been hired since then. Three Reading Recovery teachers, hired specifically to work with grade one students, are attending intensive training in Brainerd. Tonya Pearson, teacher trainer, will present to grade K and 1 teachers, along with Title and Reading Recovery teachers, at 12:30 p.m. on Wednesday, September 26, in the Boardroom.

### **Policy**

Janey Hill will update the yearly section of the District Staff Development Policy Manual and will ensure all members received an updated copy.

## **V. Old Business**

### **A. NCLB and Academic Standards Update**

Charlene DeLawyer reported that ISD 318 did make Adequate Yearly Progress (AYP) this year. Three sites were flagged for not meeting AYP; but, since they do not receive Title funds no sanctions have been placed upon us. Appeals were written for the ALC due to a small sampling and RJEMS special education reading since progress was made based on other assessments and growth shown on the Measures of Academic Progress (MAP) scores. Norm Coleman is co-authoring a bill called the *All Students Can Achieve Act* aimed at improving the current No Child Left Behind law by giving states the additional flexibility to measure individual student growth, assess teacher effectiveness and evaluate school progress. A change in leadership at MDE may mean a change in the acceptance of NWEA's Measure of Academic Progress assessment.

### **Shared Decisions**

Harvey Hietala presented information on the goals, vision and mission of District Shared Decisions. The council has been in existence for about 15 years and was formed shortly after Labor Management Committee. The district's mission has evolved into becoming a guiding force to the sites and their building plans.

Information and assistance is actively shared between sites; site reports will begin to focus on goal progress and timelines.

**Early Release Days** for 07-08 have been set for October 25, January 8 and April 15. October site plans must be submitted by September 28 to Jenny Benes. The template will be emailed to secretaries, principals and site council members.

The ISD 318 **Professional Development Opportunities** website contains valuable information on upcoming inservices. Please encourage staff to utilize this website for recertification opportunities: [www.isd318.org/recert](http://www.isd318.org/recert). Youth Intervention Programs Administration (YIPA) will sponsor a workshop, *No Disposable Kids*, on November 15 at Wendigo. Secondary math inservices will be held during the morning of October 25 with a MDE representative; a K-6 math meeting will follow in the afternoon. Data retreats have been scheduled for October 24 and November 28 from 8:00 – 3:00. A list of educational websites for teachers was distributed. *Points of Inspiration to take back to the Classroom* was also shared. Information on ISD 318's grant from the University of Minnesota Human Rights Commission involving *This is My Home* curriculum was provided.

It was requested that staff report back to their site on conferences and workshops attended. Grand Rapids High School has an information sharing time at each staff meeting to hear reports from those who attended an inservice in the past month. This format was found to be beneficial for their staff.

**Educational support professionals (ESP)** are looking for incentives to continue their education or receive professional development. Mandatory meetings with special education ESPs at the beginning of the year were beneficial to explain expectations. It was suggested that ESPs be compensated out of their building staff development funds for their attendance at early release days or other staff development activities. Paying staff for extra time out of staff development dollars will be researched and brought back to principals and to the next staff development meeting.

### **Multi-District Inservices**

Dale Christy explained the Multi-District committee's decision to accept staff's comments that they prefer to remain at their site for the first two days back in August but would appreciate an inservice mid-year. A multi-district inservice will be held on Monday, January 21, 2008 at Greenway High School. The multi-district swing band will perform. Two keynote speakers, Betty Hollas and Jim Grant, will address the group on differentiated instruction in the morning. They will also provide breakout sessions in the afternoon. Bussing to Greenway has been researched since parking is an issue. It was suggested a survey be conducted to see if staff would be interested in this service.

### **Building Plans**

Kristin Dimich moved, seconded by Shelley Schramm to approve the Eagleview 06-07 staff development report and 07-08 staff development plan. Motion carried.

Siri Prato moved, seconded by Kristin Dimich, to approve the Itaskin Education Center/Success 06-07 staff development report and 07-08 staff development plan. Motion carried.

The **06-07 District Staff Development Report** is due to MDE on October 15. Connie Braiedy shared a summary of the numerous activities; revisions and

suggestions were made. Please let Connie know of additional changes as she'll present this report to the School Board on October 2.

The **07-08 Long-Range Plan** was reviewed. It was suggested that this be revisited at each meeting. A grid was added so actions can be recorded based on every goal. This will be discussed further at the October meeting. Celebrating success can work quite well if recognized at a School Board meeting since it would be on the agenda and televised. Email Harvey Hietala with persons or projects that should be recognized. It was also recommended that at each principals' meeting a few representatives or activities be selected.

### **Recertification**

The Recertification Committee will give priority to teachers renewing in 2008. Reminders: include your building, file folder number and check the appropriate boxes on your paperwork. An inservice will be held on Tuesday, September 25, at 6:30 p.m., in the Robert J. Elkington middle school to learn about the recertification process and procedure. Connie Daigle was thanked for her organization and work with this committee. Plans are being considered for a Saturday inservice day which would offer courses in the four recertification areas.

## **VI: New Business**

### **Best Practice Requests**

Ann Carlson moved, seconded by Kristin Dimich, to approve the Best Practice request of Connie Daigle in the amount of \$200 for Recertification facilitation. Motion carried.

Jim Smokrovich moved, seconded by Harvey Hietala, to approve Dale Gunderson's Best Practice in the amount requested less any possible savings traveling by air versus driving and less any amount contributed by RJEMS. Motion carried.

Ann Carlson moved, seconded by Siri Prato, to seek a vote from Education Minnesota Local 1314 that \$329,500 be allocated for three staff development days with \$100,000 going toward site disbursement for school year 2008-2009. Motion carried.

Harvey Hietala reported to the committee that the School Board is seeking a \$1.3 million **operating levy referendum** in November. The dollars would be used district-wide to lower class sizes, maintain programming, and help with realignment issues.

**Next Meeting:** Our next meeting is **Wednesday, October 10, 2007, at 12:30 p.m.**, in the **Administrative Services Boardroom**.

Respectfully submitted,

Jenifer Benes