

CLASS/Teacher Incentive Fund – Design Team Meeting

February 14, 2013

3:30 – 5:00

Crook County District Office

Attendees: Jim Bates, Yancey Fall, Pat Gardunia, , Jayel Hayden, Kellie Koch, Dennis Kostelecky, Dee Ann Lampert, Patti Norris, Sue Gregory, Julie Swinehart, Joe Swinehart, Duane Yecha, Jessica Andrews, Michelle Jonas, Linda Borquist, Rich Daniels, Glenifer Fields, Valerie Nixon, Carrie Lowenbach, Mike Zielaskowski

Absent: Carrie Shinkle, Kurt Sloper

Facilitator: Paul Andrews

Group Agreements:

- Be on time,
- Be prepared,
- Meet deadlines,
- Be respectful,
- Contribute to the process,
- Be open to new approaches
- Be willing to use ELMO—Enough, Let's Move On
- Stay on topic—use parking lot
- Once consensus is developed, support the group.

1. Introductions (2 min)
2. Budget Modifications- Jim (20 min)
 - a. Jim shared with us a request that was made about some carryover funds:
 - i. \$2573.00 in a Travel Out of District fund in carryover for some Design Team members attending the Effective Educator Student Learning Objective training in Salem. There was the suggestion that this fund might be used for any educator in the district first-come-first-served to attend targeted staff development trainings.
 - ii. If these funds are used to pay for non-Design Team member staff development registration etc fees, they won't last long. The recommendation of setting aside these funds were to make possible Design Team member attendance at essential trainings related to TIF topics.
 - iii. Decision: Keep the money for the design team
 - b. How do we respond to coaches' requests for supplies, fees, etc. (such as PALS)?
 - i. Decision: it's not currently in the budget. Not this year; we'll consider it for next year.
 - c. Joe Swinehart added to the Design Team
 - i. Decision: He's in
 - d. Teacher PD/Substitute costs - any questions?
 - i. Not many inquiries – it's perceived as vague
 - ii. Coaches and Principals are best conduits for helping staff access it
 - e. There is \$3000 in the budget for hardware
3. 'Value of Shares' Question – Jim & Jayel (10 min)

- a. How did we calculate the value of payout shares and would they remain a constant. Such as, if many elected not to complete a project, that would potentially leave additional TIF revenue as carry over. Or, would share values rise?
 - i. Clarification: It gets carried over to the next year if it's not used
 - ii. Linda will find out what happens after our last year if there's carryover money
- 4. Danielson 2007 vs. 2011 – Jim (5 min)
 - a. We use 2007, whereas 2011 is more of a match to our practice & 2011 is approved by ODE
 - i. But we have to be careful how we use TalentEd – it's copyrighted
 - b. Jim's recommendation would be to use the 2011 version in paper form and keep our selections the same in Talent Ed.
 - c. Decision: We will use 2007 rest of this year, and move to 2011 next year with roll out
 - d. Should we get copies of the latest Danielson book (2011)?
 - i. Subcommittee will work on ideas to make sure that staff know next steps and how to pay for it – will present ideas to the design team
 - e. Look at the ODE website – see what rubrics have already been approved
 - f. Value expressed of wanting to minimize the changes as much as possible
- 5. SB 290/Evaluation Subcommittee – Jim, Jayel, Michelle, Joe, Dee Ann (10 min)
 - a. Committee has 2 meetings before our April 11th meeting – Feb. 21st at 3:30 (next)
 - b. This will be a small part of any teacher's evaluation (between 10-50% of their evaluation)
 - c. March 8th and April 24th at Eagle Crest (?) on SB 290 and SLO
- 6. Project portion of the evaluation – Michelle and Dennis (15 min)
 - a. Michelle and Dennis pulled this together and sent it out to everyone
 - b. February 1st – staff had to declare a project with details are to administrators
 - i. There were more than 30 projects out there
 - c. Administrators will determine that it's completed and if they're eligible for payment
 - i. "peer review team" presentation required – can be different for each project
 - ii. This will be shared with the administrative team
- 7. Communication Committee (10 min) – Julie, Yancey, Kellie, Dennis, Patti
 - a. Recalculated the amounts that will be available for payouts for next year
 - i. Evaluation team lets folks know if they got a payout
 - b. Communication committee presents a way to communicate how this will get paid out
 - i. What is for next year – how do we communicate it (letter, presentation??)
 - ii. They will meet before March 14th and share this with the Design Team
- 8. TIF deliverables (10 min)
 - a. 10-Apr-13 - All TIF Meeting in Salem – Paul, Stacy, Jim, Yancey and Julie from design team
 - b. May 1-June 10, 2013 - Ed NW Interviews of teachers and principals
 - c. May 1-May 31, 2013 - TIF Survey of teachers and principals
 - d. 15-May-13 - Letters of Agreement signed and submitted
 - e. 1-Jun-13 - Performance Evaluation Revisions Submitted, including updated PBCS
 - f. 15-Jun-13 - Teacher Retention and Effectiveness Data
 - g. 15-Jun-13 - Professional Development tied to Evaluation evidence submitted
 - i. Assigned this to the Evaluation/SB290 committee
 - h. 15-Jun-13 - Leadership Roles job descriptions, selection & training artifacts submitted
- 9. Next Meeting: (5 min)
 - a. Design Team – Add March 14th meeting.
 - b. What about coaches?
 - c. Agenda Topics:
 - i. Communication committee report on how to communicate PBCS

- ii. SB290/Evaluation Team report
 - iii. Coaches need a time to meet?
 - iv. Are we using funds for coaches the same way next year?
10. Bullet point communications for the Coaches to share (5 min)
- a. **Get the word out to those doing projects that there isn't a rubric, it will be evaluated based on what was proposed**
 - b. **PBCS – any feedback?**
 - c. **We're continuing to work on the compliance of SB290 evaluation system**

Meeting Dates: The Design Team agreed to move their meetings to the second Thursday of every other month. Meetings will be held at the district office and will be scheduled from 3:30-5:00.

Important Dates:

Date	Activity	Place	Time
March 14 th	Design Team Meeting	District Office	3:30 – 5:00
April 11 th	Design Team Meeting	District Office	3:30 – 5:00
May 9 th	Design Team Meeting	District Office	3:30 – 5:00

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Speech Pathologist (Crooked River)