



# Linn-Mar Teacher Quality Student Achievement Committee

September 26, 2007

3:30-5:30

ESC Board Room

<b>2007-08 Staff Development Days</b>
August 16 (Thursday)
October 22
January 21
February 18
April 7
May 5

## Members

- |   |   |  |
|---|---|--|
| <input checked="" type="checkbox"/> Carol O'Donnell | <input checked="" type="checkbox"/> Jeanne Turner | <input checked="" type="checkbox"/> Jackie Wellborn  |
| <input checked="" type="checkbox"/> Dirk Halupnik   | <input checked="" type="checkbox"/> Erica Rausch  | <input checked="" type="checkbox"/> Katie Mulholland |

## Report

1. Review of 9/12/07 TQC meeting – The 9/12/07 meeting notes were reviewed. The TQSA co-chairs reported to the Board. Because of time constraints, items to be prepped for this meeting were not yet completed.

2. Discussion Regarding Determining the Use of PD Funds: *yellow sheets Guidelines* for allocations were reviewed as discussed at the last meeting:

✓**The allocation from the State is \$219,717.40.**

✓**Per diem for all eligible staff at Linn-Mar is \$116,504.14.**

This covers the cost of the sixth professional development day.  
The average per diem would be \$283.00.

✓**Anticipated total committee compensation is \$5,202.90.**

The balance of funds the committee is to work with is \$98,010.36.

✓**School Allocation: 411 X sub day (122.80) = \$50,536**

Base for each school = \$1000 = \$9,000

How many people/students will it benefit?

Develop criteria for school use. BLT processes.

Building summary

Bring experts to the District/school rather than conferences.

✓**Total School Allocation: \$59,536**

✓**District Allocation: \$38,474**

### Criteria for School Allocations/Expenditures:

From the **Iowa Professional Development Model:**

#### Ongoing Component (PDSA)

**Plan** – What and why? What do you hope to learn?

**Do** – Develop Lessons: Align with Teaching Standards, Curriculum Learning Standards or Essential Questions, SIP Goals

How does this align with the school and District Goals?

Which Teaching Standards are incorporated?

How will this learning improving instruction and student learning?

**Study** – Study Implementation

How did you implement what you learned to impact instruction and student learning?

How did you change your instruction to incorporate your new learning and Positively impact student learning?

**Act** – Assess Teaching

Assessment suggestions: observation, peer feedback,

Measure Learning

What criteria/data will you use to judge the impact on learning?

Evaluate Success

Evaluation suggestions: student feedback, student product,

Share – When will you share? Who is this going to benefit?

What is the magnitude of the impact?

The **PDSA** criteria will be incorporated into an application/reporting form that will be utilized for accountability of fund expenditures and effect on teaching and learning for the state report. The

building leadership team will review the group or individual applications and will collaborate with the applicant(s) on the expectations for the activity or project.

Criteria for District Allocations/Expenditures

From the **Iowa Professional Development Model**

Ongoing Component

Follow the model for school/building criteria.

Project or activity should focus on district-wide impact. Examples are technology, teacher leadership development, differentiated instructional strategies, cultural competency, data analysis or similar types of concepts.

3. Communication

❖ Communicating information from the TQSA

- Who?
- What?
- When?
- How?

The committee reviewed the web site mock-up, and talked about when information should be shared. It was decided that when the absolutely correct amounts are determined for individual, building and district and the forms are complete that the information would be put on the web site and the link to the information be sent to all certified staff.

4. Next Meeting and Agenda

2 meetings before 10/22

By October 3rd:

- ✓ The form will be completed for review and posting on the web.
- ✓ A draft of the general communication will be created.
- ✓ Develop needs sample assessment survey.
- ✓ Develop model lessons for goal development. Share at Principal Level Meetings  
Need SIPs, Code of Ethics, Teaching Standards, Individual Goals + Iowa Professional Development Model  
Create the framework for the model lesson.

Agenda

The committee will work through all of the projects brought to the 10/3 meeting and discuss the 10/22 staff development day.

Submitted: Katie Mulholland