

CLASS/Teacher Incentive Fund – Design Team Meeting

August 22, 2012

11:00 – 1:00

Crook County District Office

Attendees: Jessica Andrews, Jim Bates, Linda Borquist, Rich Daniels, Yancey Fall, Glenifer Fields, Sue Gregory, Michelle Jonas, Kellie Koch, Dennis Kostelecky, Dee Ann Lampert, Carrie Lowenbach, Patti Norris, Carrie Shinkle, Kurt Sloper, Julie Swinehart, Duane Yecha, Mike Zielaskowski

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 (5 min)

2. Committee Reports (20 min)

- a. Appeals Committee: Jim, Michelle, Kurt, Carrie L., Jessica, Jayel
 - i. Jim shared the flowchart on the summative appeals process
 1. Suggestions from Design Team:
 - a. This is only for the parts of evaluation that lead to TIF dollars
 - i. It is about moving from one rating level to another
 - ii. It is not an appeal for evaluations that don't lead to additional incentives
 - b. Can only appeal if there will be a potential change in compensation
 - c. It doesn't change the actual evaluation language, it changes the rating level (e.g., proficient vs. basic)
 - d. Change flow chart title to incentive summative appeals process
 - ii. A second appeal issue is making sure that procedures were followed
 1. This could come in at the top of the flow chart
 - iii. The committee will meet and revise the flow chart – **Jim will pull this mtg. together**
 - b. Data Collection Committee: Yancey, Dennis, Lance, Jayel
 - i. When, who, how collecting of the data
 - ii. 3rd period ADM delineates where a student is enrolled – that is basis of assessment
 1. This will determine which school the student is assigned to
 - c. Principal Payout Committee: Jim, Michelle, Dennis, Mike, Kurt, Julie
 - i. Principal evaluation mirrors the teacher evaluation – but different dollar amount
 1. 30% VAM
 2. 10% Closing Achievement Gap
 3. 60% Evaluation

3. MOU Signature (5 min)

- a. Bargaining agreement has sent an agreement to the design team

- i. The design team is directed to design a plan to include all bargaining members
 - 1. Pioneer and Paulina need to be included somehow
 - 2. Created an MOU **Committee – Julie, Kurt, Yancey, Michelle**
 - a. **Kurt will pull this team together**
 - ii. Julie and Duane will sign the MOU
4. Payouts (10 min)
 - a. Evaluation payout occurred this summer
 - i. One payout occurred this summer
 - b. Share documents from the committees on the plan – payout and appeals
 - i. October 15th is when the VAM data is due
 - ii. Strategy for confirming the data are all correct (webinar recommendations)
 - iii. We will look at this at our next design team meeting
 - c. Communication process
 - i. Internal – staff
 - 1. **Communications committee – Yancey, Patti, Dennis, Julie, Kellie, Glenifer, DeeAnn**
 - a. **Yancey** will Doodle this team to pull them together
 - b. Talking points for letter out
 - c. Talking points for media
 - ii. External – media
 - 1. Regional districts will talk about this and come back to this team
5. Survey Results (10 min)
 - a. Waiting to hear from EdNW – will share at next meeting
6. Professional Development (10 min)
 - a. Principal Supervisors training (Duane) – 4 days of training this year
 - b. Principals/VPs – 2 full day trainings on Inter-Rater Reliability – first one Oct. 9th
 - i. Tied to TeachScape trainings
 - c. Also opportunities for in-school observations with Chalkboard trainer
7. Danielson Coaches Update (15 min)
 - a. Coaches will continue to work on domains 2&3 and how to get to ‘distinguished’
 - b. Add Domain 1 this year and perhaps connect to CCSS
 - c. Will talk to Principals on how they can support this process
 - d. TalentED training – will support this
8. TIF upcoming calendar requirements (5 min)
 - a. Nothing immediately needed
9. Next Meeting: (5 min)
 - a. Coaches Meeting – September 13th – 3:30 – 5:00
 - b. Design Team – October 11th – 3:30 – 5:00
 - c. Agenda Topics:
 - i. Committee Reports
 - ii. VAM payout data plan
 - iii. Project portion of the evaluation
 - d. November 1st – 3:30 – Payout plan meeting
 - e. November 8th meeting – is now a coaches meeting
10. Plus/Delta (5 min)
 - a. Mostly kept on time
 - b. Genius, right
 - c. Everyone showed up

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 3:30-6:30.

Important Dates:

Date	Activity	Place	Time
September 13 th	Coaches Meeting	District Office	3:30 – 5:00
October 11 th	Design Team Meeting	District Office	3:30 – 5:00
November 1 st	Design Team Meeting	District Office	3:30 – 5:00
November 8 th	Coaches Meeting	District Office	3:30 – 5:00
December 13 th	Design Team Meeting	District Office	3:30 – 5:00
January 10 th	Coaches Meeting	District Office	3:30 – 5:00
February 14 th	Design Team Meeting	District Office	3:30 – 5:00
March 14 th	Coaches 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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