

## CLASS/Teacher Incentive Fund – Design Team Meeting

November 1, 2012

3:30 – 5:00

Crook County District Office

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

Absent: Jessica Andrews, Michelle Jonas

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. VAM Review and Payout (30 min)
  - a. Questions about the VAM scores
    - i. The difference between VAM and 'rescaled ODE' scores for all schools
    - ii. Linda will send this question to Andrew
  - b. Pay out on 11-12 template
    - i. CCMS payout – process and timelines
      1. One lump sum in the next paycheck
      2. The business office will take care of paying it out
    - ii. Communicate what it would have been if we used 12-13 plan
      1. Hold off with this information until later in the year (if we use this at all)
  - c. Design Team decision about how to communicate this
    - i. Timeline, who will receive the communication, what will we say
      1. There are two sample letters – Duane will write one for CCMS and one for the rest
      2. Will go out 1-2 weeks before payday
    - ii. Internal and External
      1. Internal only
      2. If any external requests – forward them to Duane
        - a. Suggest that this is added to the letter from Duane
    - iii. Associated payroll costs in payouts
      1. Payout has to include these costs
3. Use of TIF administrative fund dollars (10 min)
  - a. Approval of coaches stipends
  - b. Stipends for everyone else (except Board member)

- i. Sub-committee – Yancey, Julie, Jim, Dennis
      - 1. Will email us a finished budget before December
      - 2. Please send recommendations for other stipends
    - ii. Substitute costs to cover teachers with coaches – money for this
      - 1. We will decide at our next meeting how these dollars can be used
        - a. This will be a major agenda item in December
- 4. Confirm progress on multiple measures (5 min)
  - a. Michelle will share with us at our next meeting
- 5. SLO Training – November 29<sup>th</sup> – Salem – (3 min)
  - a. Student Learning Objectives
  - b. Workshop from trainers from MA – we can bring a small team
    - i. BLP is sending 5, RSD is sending 8
      - 1. Dennis, Yancey, Stacy, Julie, Jim, Rich will attend
      - 2. Linda will send information
- 6. Report out on Oregon Educator Effectiveness Summit (10 min)
  - a. Communicating SB 290 requirements relative to TIF work
  - b. We are ahead of the game because of the evaluation work we've already done
  - c. Joe Swinehart did a great job representing the district
  - d. It was sponsored by OEA, COSA, OSBA, Chalkboard, ODE together
  - e. Who should be working on the multiple measures of student growth?
    - i. Design team will work on this
    - ii. Start with sub-committee to work on it – Jayel, Joe, Jim, Dee Ann
      - 1. They will look over toolkit suggestions
      - 2. The committee will pull Michelle as needed
      - 3. Jim/Joe will email the others when/where to meet
- 7. TIF Blog (5 min)
  - a. Chalkboard is asking us to blog about what we're doing with TIF
    - i. We will pass
- 8. Committee Reports (10 min)
  - a. MOU Committee: Yancey, Julie, Kurt, Michelle
    - i. This has been communicated with the district/union.
    - ii. Want to make sure that it's clearly in the district plan
      - 1. We will put the plan on-line with a note about Paulina and Pioneer
      - 2. Dennis/Yancey will pull this together
  - b. Communication Committee
    - i. What to communicate to everyone about the work Design Team does each meeting
    - ii. Last meeting we suggested that the coaches would give a blurb at staff meetings
      - 1. Other districts have 2-4 people take 15 min after the meeting and develop the bullet points or blurb
      - 2. We decided that after each meeting we identify a few bullet points to share with staff (see last agenda item)
      - 3. Paul will send minutes in PDF version to webmaster
      - 4. Yancey will send the bullet points out with a link to the minutes
- 9. Project portion of the evaluation (5 min)
  - a. Michelle will share with us next month
- 10. Danielson Coaches Update (5 min)
  - a. Thanks to Carrie for doing all of the domains and getting them out
  - b. We all have access to Teachscape now

11. Next Meeting: (5 min)
  - a. Design Team – December 13<sup>th</sup> – 3:30
  - b. Agenda Topics:
    - i. Budget committee
    - ii. Decision about subs/dollar support for teacher PD
    - iii. Project portion of the evaluation
    - iv. SB 290 committee team report
    - v. SLO meeting report out
    - vi. How did roll out of the paychecks and letters go?
  - c. November 8<sup>th</sup> meeting –coaches meeting
    - i. Dennis will not be there – the group will self-facilitate
12. Bullet point communications for the Coaches to share (5 min)
  - a. **VAM scores have been calculated and letters are coming to all staff explaining VAM incentives and payouts**
  - b. **Principals will share the VAM scores with their staff**
  - c. **We are ahead of the curve with SB290 – we have almost all of the components required – because of being a CLASS/TIF district**

**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
November 8 <sup>th</sup>	Coaches Meeting	District Office	3:30 – 5:00
December 13 <sup>th</sup>	Design Team Meeting	District Office	3:30 – 5:00
January 10 <sup>th</sup>	Coaches Meeting	District Office	3:30 – 5:00
February 14 <sup>th</sup>	Design Team Meeting	District Office	3:30 – 5:00
March 14 <sup>th</sup>	Coaches Meeting	District Office	3:30 – 5:00
April 11 <sup>th</sup>	Design Team Meeting	District Office	3:30 – 5:00
May 9 <sup>th</sup>	Design Team Meeting	District Office	3:30 – 5:00

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| <a href="mailto:Glenifer.fields@crookcounty.k12.or.us">Glenifer.fields@crookcounty.k12.or.us</a>   | Academic Coach (Cecil Sly Elementary)          |
| <a href="mailto:Sue.gregory@crookcounty.k12.or.us">Sue.gregory@crookcounty.k12.or.us</a>           | Academic Coach (Ochoco Elementary)             |
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