

Staff Development Advisory Committee Meeting

Meeting Date:	Nov-9-2020
Meeting Start/EndTime:	4 pm
Meeting Location:	https://us02web.zoom.us/j/87391031 Meeting ID: 873 9103 1152 Passcode: bt4C
Members Present:	Karla Winter, Amanda Indra, Joyce Houdek, Jim Schul, Amanda Schewe, Alexandra Retter, Brooke Auer, Courtney Anderson, Moll Kook, Mark Anderson, Dawn Lueck, Jessica Schmidt, Angela McQuinn, Terri Spartz
Other Attendees:	
Members Absent:	Barrie Schank, Sandy Bussian, Jolene Danca, Daniel Kirk, Annette Freiheit, Sara Pohlschneider



<i>Our Vision:</i> One community of lifelong learners, engaged in creating our culture, where all are safe, valued and accountable to one another for success.	<i>Our Mission:</i> Expect excellence, grounded in compassion, to meet the needs of all learners.
<i>Strategic Directions: Strategies to Achieve Our Vision</i> A. Expecting high achievement for all students by improving our practices and building positive relationships B. Understanding and meeting everyone's social-emotional, mental health, and cultural competency needs C. Operating with and communicating clear expectations, support, and accountability D. Implementing safe and secured schools and environments E. Engaging and partnering with parents, families and community F. Securing and managing all of our resources: people, money, facilities, time	<i>Core Values:</i> Excellence: Be my best and expect the best of others Kindness: Concern, compassion, and advocacy for others Respect: Acceptance of self and others as we work together Honesty: Say and do the right thing, even if no one is watching Responsibility: Do my part and be accountable for what I say and do

Committee Purpose and Collective Commitments:

- To serve as an advisory committee to ensure active participation of employees in all phases of planning and implementing the district staff development activities.
- To create goals in alignment with the Minnesota legislative goals and the Winona Area Public Schools' goals for professional growth opportunities.
- To provide teachers and other district staff with individual and professional organizational growth and development opportunities to prepare them to provide excellent educational experiences for students and ultimately help them achieve the fundamental purpose of improving student learning.
- To plan a budget in alignment with the state statutes and local district policy and to monitor the expenditures on a regular basis.
- To review and monitor site professional development goals and to ensure the alignment of those goals with the district strategic directions and WBWF goals.

Agenda Item:	Type: (Procedural , Information , Briefing , Action)	Discussion/Action: (Minutes)	Person Responsible: (Reports to Superintendent)
Call to Order	Procedural	<i>Opening-</i> <i>We would like to recognize and acknowledge that Winona is situated on the ancestral lands of the Dakota people. We in the Winona Area Public Schools community acknowledge and honor the Dakota Nations and the sacred land of all indigenous peoples.</i> <i>We are gathered here today across Winona County on the occupied territory of the Dakota people, who have stewarded this land for generations.</i> <i>Honoring the original people who live on this land and descendants of those people. We shall also give honor to anyone brought forcibly to this land and descendants of those people; and we give honor to anyone who came to this land of free will and their descendants.</i>	
Approval of October Minutes	Action Item	➤ <i>Motion by Jessica Schmidt, seconded by Courtney Anderson to approve October minutes. Motion carries.</i>	
Guidelines/Procedures	Information	Committee Guidelines • Will use by-laws to complete this new form. • Substitutes/new members because of resignation and termination should take over the previous timeline. • The chair should reach out to the member if a member missed a few SDAC meetings. Need	

		further discussion of how many meetings should be used for termination. Meeting location, time, stay same; Agenda should be published 4 days prior to the meeting. Minutes & Records will be saved in SDAC Google Drive.	
<i>Budget Update</i>	Information	SD Budget Report Revised Members viewed the updated report, no discussion.	
Staff Development Matrix	Action	Matrix Work - Jlm Schul: To close the achievement gap, WAPS should invest more in project based learning and inquiry based learning, which lead to better outcomes. - New Inputs including non verbal strategies, PBIS and EnVoy, etc, please click the Matrix doc to view. ,	
Travel Guidelines	Action Item	Travel Guidelines with comments - Control costs- Dollar amount per/day vs per/meal Breakfast: \$10 plus 15% gratuity = \$11.50 Lunch: \$15 plus 15% gratuity = \$17.25 Dinner: \$25 plus 15% gratuity = \$28.75 - Date on the footer should be changed on the Travel Guidelines.. - Dawn Lueck expressed her concern that the allowance is still low if the conference is in a metro area. - Members thought a disclaimer for possible higher cost could be a solution, SDAC requester can bring back the higher cost to SDAC for additional approval after the fact. Amanda will reach out to Kristy first and talk about it again in Dec ➤ Motion by Dawn Lueck, seconded by Angela	

		<i>seconded to discuss this item in Dec. Motion carries.</i>	
Staff Development Form	Action Item	Staff Development Form Receipt • Will make a separate link for each level • Include SPED director and EC director in receipt of those forms. • Will still be on staff portal • If new form is approved, principals or site chair should share new links with staff ➤ <i>Motion by Terri Spartz, seconded by Courtney Anderson to approve the forms. Motion carries.</i>	
Feb. 15 plan	Information	• Members had a discussion, such as virtual meeting, vertical alignment, Jim Cassas, etc, and this item will be discussed in the DEC meeting.	
Adjournment	Procedural	➤ <i>Motion by Mark Anderson, seconded by Dawn Lueck to adjourn the meeting at 5:30 pm. Motion carries.</i>	