Teaching & Learning Department

Divisions and Responsibilities

Director of Teaching & Learning	Supervisor of Curriculum & Student Programming	Curriculum Coordinator	Curriculum & Technology Integration Coordinator	Assessment & Student Programming Coordinator
Jamie Wiitala - ext. 5582	**Shari Ledahl - ext. 5536**	**Molly Jerpseth - ext. 5509**	**Sandi Ferris - ext. 5168**	**Jonah Barten - ext. 5505**
Advisory Committees District Advisory Committee American Indian Parent Advisory Committee District Racial Equity Team District Staff Development Team	**Advisory Committees** District Advisory Committee District Racial Equity Team	**Advisory Committees** District Advisory Committee District Racial Equity Team	**Curriculum** Tech Integration Curriculum Support Single Sign On for Online Resources	Standardized Assessments Assessment Results Dissemination and Analysis

Department Management
District Cabinet Meetings
Legislative Requirements Implementation Oversight
T&L Budget Management
T&L Evaluations & Goal Setting
T&L Individual Meetings
T&L MTSS Planning Meetings
T&L Team Meeting Agendas
	Curriculum
	EC-12 Curriculum Review & Alignment
	  Curriculum Maps
	  Curriculum Capital Outlay
	  Report Cards/Grading
	MN Common Course Catalog Reporting
		Curriculum
		EC-12 Curriculum Review & Alignment
		  Curriculum Maps
		  Curriculum Capital Outlay
		  Report Cards/Grading
		MN Common Course Catalog Reporting
			Staff Development
			Tech Enhanced Lesson Development
			Tech Integration SD Support
			Tech Integration SD Sessions
				Federal Title Grants
				Title I & IV Grant Applications
				Title I & IV Documentation Management
				Title I & IV Funds Management
				
				Flex Learning Plan

Federal Title Grants
Title I, II, III, IV Grants Oversight
Title III Grant Application
Title III Documentation Management
Title III Funds Management
 	
State Grants
Indian Education Programming Plan
 	
Student Programming
EL Programming Coordination
	Federal Title Grants
	Title II Grant Application
	Title II Documentation Management
	Title II Funds Management
	
	MTSS
	District MTSS Implementation Lead
	  (HS Point Person)
	MTSS Action Card
		Mentorship
		District Mentorship Committee
		New Teacher Workshop Days
		Year 1, 2, & 3 Mentorship PD Sessions
		
		MTSS
		District MTSS Implementation Team
		  (Elem Point Person)
		MTSS Action Card
			Technology Department
			Tech Dept Meeting
			Communicate Staff Needs to Tech Dept
			Assists with Technology Implementation
				MTSS
				District MTSS Implementation Team
				  (MS Point Person)
				MTSS Action Card
				
				Student Programming
				High Potential Programs
				  Grade 3-8 Student Identification
				  Acceleration Requests
				Title I Programming

Staff Development
Admin Study Group Sessions
Cultural Competency PD Coordination
District SD Committee
District SD Scheduling Coordination
District Operational Plan
Grad Course Offerings
Racial Equity PD Action Card
	Legislative Requirements Implementation
	Graduation & Academic Standards
	Social-Emotional Learning Action Card
	STMA Online
	Support STMA Online Supervisor
	Student Programming
	General Education Intervention
	  Districtwide Student Referral Process
	  Grade 4-12 Read Act Implementation
	  District Literacy Plan Development
		Student Programming
		PreK-Grade 3 Read Act Implementation
		District Literacy Plan Development
			Technology Integration
			MDE District Media Contact
			Support Site Tech Coaches & Media Specialists in Sharing Tech Resources
			Tech Integration Support Action Card
				Surveys
				MN Student Survey
				  Support Survey Administration
				  Provide Survey Results to Sites
				WBWF Parent Satisfaction Survey
				  Administer Survey every even year
				  Present Survey Results to Admin & School Board
				  Publish Survey Results

World's Best Workforce Student Achievement Goals & Benchmarks Assessing & Evaluating Curriculum, Instruction, & Staff Development Strategies for Improving Instruction & Curriculum Access to Excellent & Diverse Teachers Committee and Roles	**World's Best Workforce** Assessing & Evaluating Curriculum, Instruction, & Staff Development Strategies for Improving Instruction & Curriculum School Readiness Plan	**World's Best Workforce** Assessing & Evaluating Curriculum, Instruction, & Staff Development Strategies for Improving Instruction & Curriculum School Readiness Plan		**World's Best Workforce** Student Achievement Goals & Benchmarks Assessing & Evaluating Student Progress Meeting Academic Needs of High Performing Students