

Staff Development Advisory Committee Meeting

Meeting Date:	Feb-12-2024
Meeting Start/EndTime:	4 pm -5:30 pm
Meeting Location:	District Office
Members Present:	Amanda Indra, Marie Holmquist, Justin Hanson, Sarah Andrews, Kristie O'Brien, Jill Peters, Tanya Corcoran, Terri Spartz, Brandon Mehling, Justin Jordan, Erica Upton, Nathan Warneke, Brooke Auer, Gina Johnson, Jessica Marish
Other Attendees:	
Members Absent:	David Anderson, Brad Berzinski, Jim Schul.



<i>Our Vision:</i> A safe and inclusive community of compassionate, curious and resilient lifelong learners.	<i>Our Mission:</i> Inspire, curiosity, empower resiliency, engage community.
<i>District Belief Statements:</i> • We believe that public schools should serve and engage students, families, staff and the community. • We believe learning and teaching is maximized in a safe, respectful and inclusive environment. • We believe every individual's diversity and experience is valued. • We believe healthy relationships are crucial for the success of our schools. • We believe that every student can achieve to the best of their ability. • We believe all decisions should be focused on students and their success	<i>Core Values:</i> • Safety: Everyone's physical and emotional well-being is a priority. • Integrity: Everyone does the right thing and makes positive choices, even if it is difficult. • Inclusivity: Everyone belongs, is valued and is heard. • Equity: Everyone has the opportunities, access, information and support provided in the individual way they need it. • Respect: Everyone's differences are recognized, acknowledged and celebrated.
<i>Committee Purpose and Collective Commitments:</i> • 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.

Type: (Procedural, Information, Briefing, Action)

<u>Agenda Item:</u>	<u>Time</u>	<u>Type:</u>	<u>Discussion/Action:</u> (Minutes)	<u>Person Responsible:</u> (Reports to Superintendent)
Call to Order	4:00	Procedural		
Approval of Jan Minutes	4:00-4:05	Action Item	➤ <i>Motion by Brooke Auer, seconded by Amanda Indra to approve January minutes. Motion carried.</i>	
23-24 Budget	4:05-4:10	Information	• Members had a conversation regarding the budget distribution and shared the concern of buildings running out of SD budgets. • Kristie O'Brien explained that members should treat SD funds in an equitable way for all. • High school is running out of SD funds. • Curriculum writing related to the standards "revision" years (Year 1-5) should be sent to district level for coverage. See the curriculum writing request process for the details. • Current formula was set up to make the distribution equitable and grade levels have their own flexibility and control for their own SD funds. • Terri suggested having another conversation after the meeting to discuss what to do when a building runs out of SD funds.	

			• Tabled: future conversation of SD funds formula. .	
Update on The Catalyst Approach: Catalyst coaching and Feb 19	4:10-4:20 (Kristie)	Information	• How many have signed up for coaching? Catalyst Coaching Email & Sign Up Links ◦ GV has 0 signed up • Feb 19 communication • EAs invited too	
April 1 workshop	4:20-4:30 (Terri)	Information	• Vertical alignment (Middle / High) - both schools have plans ready. • Update from elementary: The elementary team planned on inviting a 4th teacher on math or an ELA teacher to the conversation and finalize the plan. • Undetermined: K-4 April 1: Will all participate with secondary vertical planning teams?	
Revision of Curriculum Writing Request Process	4:30-4:45 (Kristie)	Information / Discussion	• Updated document from last SDAC mtg • Additional clarification: CRC Timeline Revision years 1-5 and Monitoring Years 6-10 • 10 hours per subject per class	
Update on WAPS Revised Curriculum Review Cycle Process	4:45-5:05 (Kristie)	Information / Discussion	• SDAC role with CAC and other stakeholders - the process needs to be approved by the school board. • CRC Timeline Draft • CRC Process: EC-12 Vertical CRC Teams & Horizontal Teams • Math vertical process as pioneers of new process ◦ The process secures the time to unpack standards, research effective practices, analyze data to make informed adoption decisions with a new curriculum. ◦ Math curriculum at WMS - looked into the math standards and started browsing resources. ◦ Elementary and WSHS will form a vertical team soon. ◦ This is a district wide alignment, teams from different grade levels need to work together to close the gaps.	

Looking Ahead: A 3-year PD Plan?	5:05-5:10	Information	WAPS is considering a 3-year PD plan guided by the strategic plan. Please begin thinking of the following questions to discuss at SDAC in the next meetings: OLA training? • Advantages and disadvantages of a 3-year plan • What's "tight" and what's "loose?" • Who are the planning stakeholders? • What are some effective brainstorming and planning processes? ◦ There is no Nov PD Day in SY 24-25 due to late start.	
Adjournment	5:10	Procedural	Motion by Justin Jordan and seconded by Marie Holmquist to adjourn the meeting. Motion carried.	
June Elementary days	5:10-5:30 (Amanda)	Discussion	• 2 Components: ◦ MOU for a day? + Independent Planning day? (2 days) ◦ 3 days: Other: • Brainstorm Strategy: Please Use Table Below to Brainstorm ◦ Considerations:: ■ Paperwork / independent day ■ How will EAs be utilized? ■ Community Building ■ Vertical / Horizontal alignment ■ Curriculum planning ■ AVID	

Rating scale:

4- Very valuable/aligned

3- Somewhat valuable/aligned

2-Somewhat not valuable/aligned

1-Not valuable/aligned

Suggestion Topic	Description	Rate how valuable	Rate how much it
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