

Staff Development Advisory Committee Meeting

Meeting Date:	September - 16- 2024
Meeting Start/EndTime:	4 pm -5:30 pm
Meeting Location:	District Office
Members Present:	Dave Anderson, Kristie O'Brien, Amanda Indra, Marie, Gina Johnson, Justin Hanson, Terri Spartz, Jill Peters, Jessica Marish
Other Attendees:	
Members Absent:	



<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> <u>(Minutes)</u>	<u>Person Responsible:</u> (Reports to Superintendent)
Call to Order	4:00 (Terri)	Procedural		
Approval of May Minutes	4:00-4:05 (Terri)	Action Item		
24-25 Budget	4:05-4:10 (Terri)	Information	• Not all summer vouchers have been submitted • Here's August 8th Estimated Budget (no summer expenses) • 2025 SD Reconciliation • 2025 SD as 9-11-2024 • Optional: Detailed with names: 2025 Detail SD Payroll Postings	
SDAC for this year	4:10-4:20 (Terri & Kristie)	Information	SDAC Meeting dates: • September 16, November 11, January 13, March 10, April 14, May 12 Committee Members Overview for the year: • End of Qt. Days - site planned w/ some exceptions ◦ Nov 1:	

			○ Jan 24 ○ April 4 ● Extended Day ○ Sept 30 ○ Dec 9 ○ March 24 ● February 17	
Staff Development Updates	4:20-4:25 (Kristie)	information	● Asynchronous options for mandatory re-licensure requirements now a comprehensive, one-stop-shop for all re-licensure requirements ● New: Infitec - asynchronous PD for everyone ● Curriculum Review Cycle Handbook: Included Curriculum Writing Process and other tools for alignment and support	
Policy 487	4:25-4:45	Action item	Policy 487 1. Everyone read silently, jot down questions, notes 2. Whole group: Are there any suggested revisions? Are there any current policy components on which we are out of alignment? Are there any additional 3. Volunteers to compare the policy with Staff Dev Request Process and Curriculum Development Request Processes to ensure all components are represented:	
Guidelines for divisional and DW SD budget approvals: Impact of SD budget reduction	4:25-4:55 Terri	Action item	Suggestions for limitations in reimbursements: ● Limited to events within 150 mile radius, exceptions allowed when appropriate ● Encouraged to share lodging, but not required ● Mileage: Reimburse for carpools only if more than one person is attending. Limitations will be reviewed each new school year based on projected SDAC budget	
Time-permitting: Guidelines for whether a role is considered required versus not required for certain PD.	Time Permitting	Action item	When it's required for your role, stipend available. The word required. What defines required?	

Future Mtg: SD Goal/purpose		Information	Background: we started the work for this in 2022-2023 and didn't finish. We used the Learning Forward standards for Professional Learning. • We plan to revisit this in October • Discuss the strategic plan and investments drive the work of SDAC	
Adjournment	5:30	Procedural		

Suggestion Topic	Description	Rate how valuable this would be for you or your colleagues	Rate how much it aligns with the strategic plan or BILT goals

[illegible]
