

Staff Development Notes

Wednesday, May 15th 2024

Members Present: L. Lee, N. Schmitt, D. Hillsdale, K. Becker, W. Gindorff, B. Zender, E. Perpich, J. Skjeveland, M. Stout, K. Andrusick, K. Lonergan, J. Dietz, M. Gindorff, C. Lipski.

Grounding Principles:

1. Listen to understand and see different viewpoints, not reply.
2. Be positive in your intentions and assume others are doing the same.
3. Remember our guiding objectives:
 - a. To be the most effective instructors
 - b. Foster and promote professional growth
 - c. WBWF, curriculum-driven instruction, and principal-identified needs.
 - d. Relicensure requirements
4. Good enough is the enemy of greatness!

Topics of Discussion:

1. Welcome: Mike Gindorff
 - a. Thanks to Sarah and Katrina
 - b. Welcome to Wendy and Marcy
2. ElevatePD Update
 - a. May 7th meeting: Six project exits and two new applications.
 - b. The next meeting will be on October 8th 2024.
 - c. New/exit projects are due by October 1st 2024.
3. WBWF Goals:
 - a. **Document link:** [☰ 23-24 WBWF Goals](#)
 - b. Teams: [+](#) 2023-2024 WBWF Goal Teams
 - c. DATA Retreat: Wednesday, June 12th 9AM-12:00 PM in the Media Center Flex Classroom
4. Relicensure Information: Proposed Schedule
 - a. PBIS: **2025**
 - b. Mental Health: **2024 Before School: Barbra Lackore**
 - c. Suicide Prevention: **2024 Before School: Barbra Lackore**
 - d. Cultural Responsiveness: **2025**
 - i. Model of sustainability
 1. Teachers: PLC Talking Points
 2. AFSCME:
 3. Administration:
 - ii. MN Indigenous training: [MDE Key Concepts and Terms](#) (Must be completed by June 15th)

- e. ELL Instruction: **2024 Before School: Jen Strom**
 - f. Accommodating, modifying, and adapting materials: **2026**
 - g. Reading: **2026**
 - h. Infinitec: Jessica Dietz or Mike Gindorff
5. Mentoring Program updates: Jessica and Wendy
- a. Three new teachers with curriculum and resource mentors.
 - b. 8 - 2nd-year teachers with resource mentors (or curriculum, depending on need).
 - c. 3 - 2nd-year teachers get up to 14 hours time to change grades or positions.
6. Technology Needs:
- a. Staff requests for technology **devices** should be submitted directly to the building principal.
 - b. Staff with technology **training needs** should be submitted directly to the staff development representatives. HS: James Fort and CRES: Nicole Schmitt:
 - i. Google Classroom: Survey in the works. Mixed information from the two buildings.
 - *Was sent on Tuesday, May 14th.
 - *CRES will send over the resources they used on their Early Release Day to the high school. (Will be ready for the curriculum day in August).
7. Curriculum Cycles:
- a. Curriculum Review Cycle: [Curriculum Review Cycle](#)
 - b. Conference training schedule: Jessica, Rocky, and I met, and we thought of year four for encouraging groups to attend the state conference and year eight for attending a national conference. Both are “monitor and adjust” years in the curriculum cycle.
8. Wellness Committee Update: Sue Buhlmann and Jen Strom
- a. Restaurant Challenge
 - b. Next year - Milford Mine Scavenger Hunt
9. Early Dismissal Schedule: 📅 24-25 Early Dismissal/Workshop Schedule
10. Science of Reading Training: Kurt
- a. Updates
 - i. Training for paras
 - ii. The amount of time set aside vs. how much time it may actually take
 - *CORE → OL&LA (Online Language and Literacy Academy). According to the state, this option is not appropriate for paras.
 - *Options: Paras do OL&LA training anyways, wait for the state to come out with an alternative option, or find something else for the paras to do on these days.
 - *What about those who already went through LETRS?
 - *Feedback from others: It will likely take some teachers 8-10 hours per module, not 7 as the time on those Wednesday "no student contact days" at CRES allows.
 - *Do people who don't finish get paid outside of their contract hours?
 - *Consensus seemed to be that the expectation was that if this is not done during the day, it will need to be done outside of contract time, without pay.



- *Perhaps revisit this after the first module is completed and we can get a sense of how long this takes for most people.
- *How about an extenuating circumstance that prevents someone from doing this on that day?

11. Catalyst

12. New Business

- a. Course Development for HS teachers: \$9424
- b. New Teachers: Beyond New Teacher Academy at Sourcewell.
 - i. <https://mn.sourcewell.org/professional-development/beyond-nta-secondary>
 - ii. If it is \$150, ~~not \$1500~~. (2nd and 3rd year teachers). Six teachers were sent forms for this. APPROVED: \$900
 - iii. *Has an elementary option as well. Kurt/Wendy will work on getting this to CRES teachers.
 - iv. It is for secondary teachers. Forms need to be submitted.
- c. Clarification on workshop stipend during the school year vs. summer training.
 - i. Balance
 1. Fiscal responsibility to allow all to have the opportunity for PD and the long-term sustainability of the committee.
 2. Unforeseen needs: Read ACT
 3. Professional Responsibility
 - *Making sure that we are being responsible and professional.
 - *Will need to revisit the details of this topic in the future. Perhaps clarify some language (personal choice activities vs. principal-directed activities).
 - *Not getting paid for Saturday professional development during the school year.
- d. May 9th meeting summary.
 - *We are following the expectations set by the state as far as our committee goes.
 - *Remember that everything we do should tie back to student achievement/learning.

13. Staff Development Committee

- a.  Staff Development Committee 23-24
 - i. New form for 24-25: <https://docs.google.com/forms/d/1m2C7oZuCMD1yXD4k54PgOtetkTaPvQEkdonBC8SNc00/edit>
 - ii. Updated form:  CROSBY-IRONTON STAFF DEVELOPMENT REQUEST FORM
 - iii. Email staff with guidelines and reminders that there is more than Sourcewell. This change will occur starting in the 24-25 school year when the updated forms, curriculum cycle, and resource library are ready.

14. Budget for 2025-2026: This will officially start in January 2025.

- a. Final Draft:  24-25 Staff Development Final Budget
 - i. Sent to Mr. Tollefson and the School Board

15. Para staff development support

- a. Minnie/Liz
- b. Technology Training
- c. Snow Days
- d. Early outs
- e. Catalyst
- f. Training Manual

16. Schedule for opening days workshops 24-25: We will start working on this in March 2024.

📅 24-25 Opening Workshops

- a. HS: Jen
- b. Mentoring: Jessica and Wendy
 - i. Two days for CRES teachers switching grades
- c. CRES: Kurt
- d. Opening Days: August 26th-29th, 2024
 - i. Breakfast: Project Unite on August 28th at 7:45 AM
 - ii. Proliftic Training
 - iii. What's new in SD?
 - iv. WBWF Goals and Teams
 - v. Mental Health/Suicide Prevention: Barbra Lackore
 - vi. Blood Borne Pathogens: IEA
 - vii. Right to Know: IEA
 - viii. ElevatePD: Jody Rakow
 - ix. Back to School: HS: August 27th and CRES: August 28th.
 - x. Curriculum Day: August 29th, 2024.

17. Next meeting: Data Retreat on June 12th, 2024

*Community survey will be sent out soon. Please get the word out about the survey when it comes out.

*Can only be taken/submitted once.

*There will be extra surveys for a second adult in the household. Will have them at the District Office or another one will be mailed.

*Could they get a second email code instead?