

Staff Development Notes

Wednesday, February 21st 2024

Members Present: J. Fort, N. Schmitt, M. Gordon, J. Skjeveland, J. Dietz, K. Lonergan, A. Ernst, K. Andrusick, S. Buhlmann, B. Zender, E. Perpich, J. Strom, 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
2. ElevatePD Update
 - a. The next meeting will be on May 7th 2024.
 - b. New projects are due by April 30th 2024.
**Likely will have a full agenda for the May meeting!*
3. WBWF Goals:
 - a. **Document link:** [☰ 23-24 WBWF Goals](#)
 - b. Teams: [+](#) 2023-2024 WBWF Goal Teams
4. Relicensure Information: Proposed Schedule
 - a. PBIS: **2025:**
 - b. Mental Health: **2024 Before School**
 - c. Suicide Prevention: **2024 Before School**
 - d. Cultural Responsiveness: **2025**
 - i. Model of sustainability
 1. Teachers: PLC Talking Points
 2. AFSCME:
 3. Administration:
 - ii. MN Indigenous training: An email was sent.
**Some people experienced issues and some were able to complete it. These issues are being sorted out.*
For financial reasons, it is **highly recommended that everyone complete the training by the end of the school year, regardless of when your license renews.*
 - e. ELL Instruction: **As needed**

- f. Accommodating, modifying, and adapting materials: **2026**
- g. Reading: **2026**
- h. Infinitic: Jessica Dietz or Mike Gindorff

5. Mentoring Program updates: Jessica

6. Technology Needs: Update:

- 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
 - *Not an easy way to transfer stuff to Google Classroom from Schoology.
 - *What about those who need more time to get stuff into Google Classroom or learn the basics/functions of Google Classroom?
 - *Eight hours of paid time is our starting point. If someone needs more time, they should consult with their building principal.

7. Curriculum Cycles:

- a. Conference training schedule
 - *Monday, March 4th. A few teachers will be meeting to discuss/update the Curriculum Cycle.

8. Wellness Committee Update: Sue Buhlmann and Jen Strom

9. Early Dismissal Schedule: 📅 23-24 Early Dismissal/Workshop Schedule

10. Science of Reading Training: Kurt

- a. Updates

11. Catalyst

- a. What's the next step?
 - *Still awaiting information to be sent to us.

12. Other items?

- a. Course Development for HS teachers: \$9424
- b. Google Classroom training and time.
 - *Roughly the same starting point/amount as for new course development (\$9,424 for eight hours of time) will be allocated/budgeted. There should be a balance of those who need limited training/time and those who need a bit more training/time.



PROLIFTIC: There have been a few issues with transferring some information. SPED is up and running with this at the HS. CRES has a plan for implementation.

*The goal is to roll this out to all teachers/staff in the fall.


**Proliftic (via Sourcewell) is a new system for "whole-child data."

**Here is a [LINK](#) for more information.

13. Staff Development Committee

- a.  Staff Development Committee 23-24
 - i. Sue Buhlmann, Chelsea Lipski, Anna Ernst, and Marie Gordon. (And Sarah Judd?)
**First four are staying on for another term.*
 - ii. New form for 2023-2024: [Staff Development PD Form](#)
 - iii. Updated form:  CROSBY-IRONTON STAFF DEVELOPMENT REQUEST FORM
(This will be sent out next fall).
 - iv. Email staff with guidelines and reminders that there is more than Sourcewell. This email will be sent when the updated forms, curriculum cycle, and resource library are ready.
**We will be over-budget for this year due to Catalyst Training, which was approved after the 2023-2024 budget was set. But, we had a large balance/extra anyways so this should not be of concern.*

14. Budget for 2024-2025: This will officially start in January 2025.

- a. Final Draft:  23-24 Staff Development Proposed Budget
 - i. Sent to Mr. Tollefson and the School Board
**Create a new line item for Google Classroom training/work time?*

15. Para staff development support

- a. Minnie/Liz
- b. Technology Training
- c. Snow Days
- d. Early outs
- e. Catalyst
 - *A mentorship binder/resources has been created at the high school. Eventually this will be sent over to CRES to be adapted to their needs/specifics of their building and classrooms.*
 - *Ideas: Mental health/Northern Pines, potential book study, first aid and CPR?*

16. Schedule for opening days workshops 2024-2025: We will start working on this in March 2024.

- a. HS: Jen
- b. Mentoring: Jessica and Wendy
- c. CRES: Kurt
- d. Opening Days: August 26-29th, 2024
 - i. Breakfast: Project Unite on August 28th at 7:45 AM
 - ii. WBWF Goals and Teams
 - iii. Mental Health/Suicide Prevention: Barbra Lackore
 - iv. Blood Borne Pathogens: IEA
 - v. Right to Know: IEA
 - vi. ElevatePD: Jody Rakow
 - vii. Back to School: HS August 27th; CRES August 28th.
 - viii. Curriculum Day: August 29th 2024.

17. Next meeting: March 20th 2024