

CLASS/Teacher Incentive Fund – Design Team Meeting

December 13, 2012

3:30 – 5:00

Crook County District Office

Attendees: Jim Bates, Yancey Fall, Pat Gardunia, Sue Gregory, Jayel Hayden, Kellie Koch, Dennis Kostelecky, Dee Ann Lampert, Patti Norris, Carrie Shinkle, Kurt Sloper, Julie Swinehart, Duane Yecha, Jessica Andrews, Michelle Jonas

Absent: Linda Borquist, Rich Daniels, Glenifer Fields, Carrie Lowenbach, Valerie Nixon, Mike Zielaskowski

Facilitator: Paul Andrews

Group Agreements:

- Be on time,
- Be prepared,
- Meet deadlines,
- Be respectful,
- Contribute to the process,
- Be open to new approaches
- Be willing to use ELMO—Enough, Let's Move On
- Stay on topic—use parking lot
- Once consensus is developed, support the group.

1. Introductions (2 min)
2. Budget Committee - Yancey, Julie, Jim, Dennis (13 min)
 - a. Jim reported on the finished budget
 - b. \$23,664 in carryover – includes \$6995 for subs and \$9600 in stipends
 - c. \$36,000 in Leadership roles and responsibilities (coaches stipends)
 - d. \$43,629 for implementation - \$6,233 for subs, \$24,000 (+\$6,396 for associated costs) for sub-committee work; \$3400 for supplies and computer hardware
 - e. This fund also includes stipends for Duane, Dennis, Jayel, Jim, Michelle, Kurt, Julie.
 - i. Last year, Dennis, Duane, Jim, Michelle, Kurt and Julie received a stipend of 1,000 dollars for their role. The recommendation is for Duane and Dennis to remain at 1,000 and add Jayel to receiving 1,000 since his presence at meetings is increasingly important. Additionally, since Michelle, Jim, Kurt and Julie play active roles in the evaluation and Tif topics at the building level, their stipends are brought to the same amount as the Danielson Coaches around the Design Team table.
 - f. Additionally, for subcommittee work, last year subcommittee participants received 50.00 per hour for that work turned in on a time sheet. The idea behind the \$50.00 per hour was to pay subcommittee work at that amount and then let all the associated payroll costs come out. This topic was not discussed tonight and it's important to confirm it also.
3. Teacher PD/Substitute costs to cover teachers with coaches (15 min)
 - a. \$13,228 for subs – this can be used for any improvement of instruction – e.g., PD trainings, observe other teachers, learning walks
 - b. Principals will approve use of the money for instructional improvement – it will be filtered through Jim – should be related to a teacher's instructional improvement goals
 - c. Will be approved as it comes along – we will report back at the next meeting how it's working

4. Classified discussion at CCMS re: payout (10 min)
 - a. Kurt shared with us the experience at CCMS with the payout to certified staff
 - i. Divisiveness, hard feelings by the classified staff
 - ii. Hurt relationships that had been developed over the years
 - iii. It was explained that it was a grant requirement, but this will still be a challenge going forward
 - b. As we move forward, we will want to be aware of this and what should be communicated
 - i. We need to learn from this and apply it in the future
5. Confirm progress on multiple measures (10 min)
 - a. Joe Swinehart presented to us
 - b. The state is going to be looking at professional practice/responsibility and student growth
 - c. For our district – tricky parts are the non-tested subjects and grades
 - i. Will need a common district or state or national assessment – that’s the hard part
 - d. This will be a small part of any teacher’s evaluation (between 10-50% of their evaluation)
6. Articulation of the PBCS for Principals (5 min)
 - a. This is done
7. Completing the ODE Crosswalks prior to submitting our Evaluation model to ODE (8 min)
 - a. There should not be a lot of crosswalking to do – we’ll use our system
 - i. Principal system aligns with approved models
8. Project portion of the evaluation (5 min)
 - a. Michelle reported that we need to do this ASAP
 - b. Propose that they pick a project, get it approved by their principal (look in teacher evaluation notebook)
 - i. Michelle and Dennis will pull this stuff together and send out to everyone
 1. Hopefully next week
 - ii. Some people are paid a stipend to appraise the projects - this will be decided next meeting
 1. They will make a rubric
 - c. February 1st – have to declare a project and what the details are to your administrator
 - d. We will need to review
9. Recalculated the amounts that will be available for payouts for next year
 - a. Jayel passed out paper copies of the recalculation (given that there were payouts this year)
 - b. Will need to communicate how this will get paid out
10. Mistake was made in paying out the principals
 - a. Were paid the same as the teachers, but should have been different amount for principals
 - i. Are eligible for more and this will be done.
11. SB 290 Committee Team Report (7 min)
 - a. Dee Ann, Jayel, Joe, Jim, Michelle will meet soon and report back in February
12. Next Meeting: (2 min)
 - a. Design Team – February 14th – 3:30
 - b. Agenda Topics:
 - c. January 10th coaches meeting
13. Bullet point communications for the Coaches to share (3 min)
 - a. **February 1st is the deadline for proposing a project**
 - b. **There is money for subs and PD related to instructional improvement**
 - c. **Share the recalculations in the payouts for this year**

Meeting Dates: The Design Team agreed to move their meetings to the second Thursday of every other month. Meetings will be held at the district office and will be scheduled from 3:30-6:30.

Important Dates:

Date	Activity	Place	Time
January 10 th	Coaches Meeting	District Office	3:30 – 5:00
February 14 th	Design Team Meeting	District Office	3:30 – 5:00
March 14 th	Coaches Meeting	District Office	3:30 – 5:00
April 11 th	Design Team Meeting	District Office	3:30 – 5:00
May 9 th	Design Team Meeting	District Office	3:30 – 5:00

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