

**DCNTP Meeting Minutes**  
**April 22, 2013**

**Present:**

Howe, Tom – DCNTP Ohm, Melissa – DCNTP Lott, Heather - Madison Schaap, Ruthie – Marshall	Heuer, Marc – McFarland Evans, Nancy – Monona Grove Felker, Roberta - McFarland
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[All Board Meeting and District Council Minutes can be viewed on our DCNTP Website](#)

Passwords are case sensitive.

Board Minutes: <http://dcntp.org/members/for-board/> Password: **Induction**

District Council Minutes: <http://dcntp.org/members/for-district-council/> Password: **DCNTP1**

*Blue: Discussion*

*Red: Action Items*

**Connecting:**

- Requested board members to share **one induction success** that they had this year  
*Heather Lott, MMDS: Received a grant for mentors to meet beginning teachers before school starts.*  
*Nancy Evans, MG: Successful MAGA implementation this year*  
*Marc Heuer, McFarland: Presented a mentor movie where they interviewed beginning teachers about their mentoring experience and shared this in a presentation to school board about the high quality of their mentoring program.*

**Consider the 2014-15 Board:**

- The board was originally designed to:
  - Act as a work group representing different roles and district sizes that cuts across induction model types
  - Have a mix of roles. Current roles are as follows: Newer Teacher, Mentors (retired/release model), Release Mentor returned to classroom, Principal, Program Leaders, C&I Director, Non-administrative program leader, Superintendent, plus DCNTP Chair and Board Secretary. A current description of the Board roles and responsibilities can be found here: [http://dcntp.org/wp-content/uploads/2013/05/Board-2013-14-Role-and-Resp-5\\_13-.pdf](http://dcntp.org/wp-content/uploads/2013/05/Board-2013-14-Role-and-Resp-5_13-.pdf)
- *Ideas for strengthening the current board?*
  - *Possibly add another representative from Madison – Principal or Mentor*
  - *Add full release representation – Mentor*
  - *Possible Superintendents: Randy Guttenberg, Waunakee; Scott Brown, McFarland; Barb Srame, Marshall. Perhaps they could have a rotating role throughout the year so that there is always superintendent representation.*

*Fonda Lewis, Marc Heuer, Nancy Evans, Tim Mommaerts, and Randy Freese have each completed three-year terms on the Board. Randy Freese will be retiring so we will need to find another Superintendent interested in participating on the board. 1) All current board members should e-mail Tom and let him know your plans for continuing on the DCNTP Board. 2) Tom Howe will contact program leaders to provide possible suggestions for future board members.*

### **Discussed Grant Application for Endres Manufacturing Company Foundation:**

- *Endres Manufacturing Company Foundation offers Grants for up to \$6,000 for a variety of local requests. Based on the recent recipients it appears that they favor supporting children. Therefore, we are writing Endres to request that they provide support for our four Beginning Teacher Seminars that most directly impact student learning for a total of \$4,800.00. The board provided a variety of great feedback on the wording of the “explanation of project”. The final version of this grant can be found here:  
[http://dcntp.org/wp-content/uploads/2013/05/Board-Endres-Manufacturing-Final-Grant-5\\_13.pdf](http://dcntp.org/wp-content/uploads/2013/05/Board-Endres-Manufacturing-Final-Grant-5_13.pdf)*

*It was submitted on 4/29/13. We should hear back by the end of May. If approved, this amount would be removed from the 2013-14 budget. This will help offset the loss of two Dane County Districts from the Consortium.*

### **Shared Services update and Plan for 2013-14:**

- *Deerfield and DeForest School Districts have withdrawn from the DCNTP Consortium for 2013-14. Deerfield has projected that they will have no beginning teachers hired within the next two years. DeForest believes that school districts are faced with a variety of initiatives. They would prefer if there was more of a “one-stop-shop” to provide support for all of these services. DeForest believes that it has built its mentoring program to a point where it can be sustained on its own, at least for the next year or two.*
- *We are pleased to announce that Edgerton School District has joined the DCNTP for 2013-14 and has also signed the three-year commitment.*
- *The following districts have signed three-year Agreement in Principal: Belleville, Edgerton, Evansville, Sun Prairie and Monona Grove.*
- *Verbal/e-mail agreement to join next year: MMSD, Marshall, McFarland, Monona Grove, Mount Horeb\*, Verona\*, Waunakee.*
- *Contact made with Cambridge and Stoughton, Administrative Assistants both positive. Re-sent the agreement to Cambridge, Mount Horeb and Stoughton to try and get a more official approval for next year.*
- *Wisconsin Heights opted to join CESA 5. They provide basic mentoring services at a reduced cost.*
- *We need to make another push for the Introductory Membership. The board reviewed the current Introductory Membership flyer. See the revised copy of this flyer here:  
[http://dcntp.org/wp-content/uploads/2013/05/Board-Introductory-Membership-5\\_13.pdf](http://dcntp.org/wp-content/uploads/2013/05/Board-Introductory-Membership-5_13.pdf)*
  - *What area districts would board members be interested in approaching?*
    - **Roberta Felker:** *Doesn't believe that Baraboo is interested. Will check on Columbus and Beloit. Create a draft e-mail for her.*
    - **Tom Howe:** *Send Lake Mills Snail Mail info again. Invite to District Council in May and provide Introductory offer*
    - *Others to contact: Aaron Tarnutzer – Sauk/Prairie; Craig Gerlach – Jefferson; Chuck Pursell - Lodi*
- *Former consortium member participation in DCNTP activities with a fee-for-service approach?*
  - *NTC Trainings - Yes*
  - *DCNTP BT, Mentor or Principal workshops – No. Program Leader Coffees Only. Invite potential districts to attend.*

- Brief Budget Discussion to determine where costs would be cut based on the districts lost:
  - Net loss of one district: Chair increase would be cut.
  - Net loss of two districts: 1) food costs? 2) venue costs? *Heather suggested we check out an Edgewood facility by Deming Way. Provide free room if we offer Edgewood Credit. She also suggested we could try to secure sponsors that would be willing to fund food for seminars, etc. Possibly American Family? Melissa will look into possible sponsors for 2013-14.*

### **Expanding Services: Tabled for the next meeting**

*Purpose: To determine a need for MAGA and ROP in DCNTP.*

### **Staying in the Loop: What's happened since last meeting?**

*Purpose: To quickly highlight services, changes and opportunities.*

*Requested the board to review, no discussion.*

- Chair:
  - 2-28-13, Coached presenters at BT Seminar #4
  - 3-8-13, Attended Dane County Supt's meeting; strong support from those present, notably SPASD and Verona
  - 3-11-13, District Council, Edgerton guests
  - 3-14-13, Wrote and facilitated Release Mentor Forum on using video from Mentor assessment and growth
  - 3-15-13, Facilitated Program Leaders Coffee
  - 3-18-13, Met with Kris Joannes, DPI Educator Effectiveness Consultant
  - 3-27-13, Met with Marc Heuer and Steve Hernandez to debrief and refine *The Mentor's Role in Wisconsin's Educator Effectiveness Model* for presentation at NTIN in May, in CA.
  - 4-5-13, Met with Sue Wilson, C&I Director, DeForest, to learn why that district withdrew from DCNTP
  - 4-8-13 Met with Melissa Ohm, Fonda Lewis, and Shawdi Nesbit regarding subject matter for our next BT Seminar.
  - 4-10-13, Met with Dennis Pauli, Supt., and Tracy Deavers, C&I concerning joining DCNTP.
  - 4-15-13, Worked with Tim Mommaerts on Principal Breakfast #3
  - 4-17-13, Met with Steve Hernandez and Marc Heuer to finalize NTIN Educator Effectiveness Workshop.
  - 4-18-13, Supported presenters at BT Seminar #5
  - 4-19-13, Facilitated Release Mentor Forum on using video with beginning teachers to improve their practice; Deb Larson shared SPASD protocol.
- Project Manager:
  - Newsletter creation
  - Grant work
  - Negotiating with NTC on training fees, other supports
  - Supporting trainings through detailed management
  - Updating website
- Upcoming Consortium Offerings:
  - *Verona Consult*, April 24, 2013
  - *Program Leaders Coffee*, April 26, 2013
  - *Principal Breakfast #3*, May 2, 2013
  - *National Teacher Induction Network*, May 6-8, 2013; DCNTP represented by Marc Heuer, Steve Hernandez, and Tom Howe.
  - *Release Mentor Forum*, May 17, 2013
  - *District Council Meeting*, May 20, 2013
  - *BT Seminar #6: PDP Part II*, May 23, 2013

**Managing:**

- No calendared meeting; a called meeting is likely to address budget issues.

**Closing: What might DCNTP 2.0 look like? [Tabled for the Next Meeting](#)**

- *Purpose: To consider unmet induction needs across districts and then apply reinvention principles to our organization.*

***We wish you all a great close to your school-year. Thank you for your participation on the DCNTP Board in 2012-13!***