

DCNTP Meeting Minutes September 17, 2013

Present:

Howe, Tom – DCNTP Ohm, Melissa – DCNTP Lott, Heather - Madison Schaap, Ruthie – Marshall	Barb Sramek - Marshall Heuer, Marc – McFarland Evans, Nancy – Monona Grove Tim Mommaerts - Waunakee
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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: **Induction1**

District Council Minutes: <http://dcntp.org/members/for-district-council/> Password: **DCNTP2**

If you have any trouble accessing the links in this PDF, it is likely your browser. Try using another browser other than Firefox or cut and paste the links into a browser.

Blue = Discussion

Red= Action Items

Connecting:

- Introductions and welcome to Barb Sramek, Superintendent, Marshall.
- Tom went through highlights of what the board discussed last year. They can be found here: <http://dcntp.org/wp-content/uploads/2013/09/Board-Highlights-in-2012.pdf>
- Tom had requested board members respond to the following prompt: *In your role in your district, what do you see as the value of DCNTP to your district?* Feedback can be found here: http://dcntp.org/wp-content/uploads/2013/09/Board-Value-of-DCNTP-Feedback-9_2013.pdf
- *Discussed common themes in the responses. They included:*
 - *Research-based tools*
 - *Collaboration*
 - *Resources/tools*
 - *Professional Development and topics discussed are timely*
 - *DCNTP is responsive to district needs*

The initial reason for the request was for Jarred Burke in Mount Horeb. He had a board member questioning if DCNTP was worth the cost to their district. Jarred requested data from DCNTP to show the importance of DCNTP to their district. The responses were sent in their entirety to him.

Any board members, who still would like to submit a response, please forward to Tom Howe.

Discussed editing the responses and placing on our website and organize by name, role and size of district.

Learning 1: Updates:

Tom requested that the board read over the updates from August. Board members provided additional detail where noted.

- BT Facilitators: Steve Hernandez, Deb Larson, and Shawdi Nesbit return. First seminar on Sept. 26. ½ the registrants as last year.
- 33 participants from 8 districts (plus WELS) at IM, August 14-15 (40 attended last year.) Belleville, MMSD, MG, Stoughton, Waunakee were not represented. Thanks to MGSD for the venue, and to McFarland for its continuing support for Marc as co-presenter.
- 21 registered for C&O on October 8-9, 2013. (33 attended last year.) Please push participation at this training, recognizing that IM is a prerequisite.

- This year we have a Sustaining Membership rather than a profit-sharing relationship with NTC. \$7,000 to train 16-30 mentors in year-one trainings. *In the past, we subtracted our expenses from the participant training fees received and sent the balance to NTC to cover their fee for us offering this NTC Professional Development. This new arrangement gives us the potential for DCNTP to make a bit of money for providing these PD Offerings. NTC has revised all of these Professional Development Modules for next year. This will come with an increase in cost for this revised curriculum. Our hope is that any additional money from this year can be used to offset NTC's increased curriculum fee for next year. This will hopefully allow us to keep the individual participant rates the same. The individual participant fees are currently offered at a greatly discounted rate to our DCNTP member districts. (Savings of at least \$155.00/participant)*
- Heather Lott will complete Presenters Academy in October. MMSD and DCNTP have an agreement in place to support Heather's participation.
- NTIN representative application; please note the focus on data collection. Application can be found here: http://dcntp.org/wp-content/uploads/2013/09/Board-NTIN-Application-9_2013.pdf *Marc Heuer, McFarland will not be able to continue with NTIN this year due to additional responsibilities in his district. Steve Hernandez, Sun Prairie, will continue for another year. **Please forward the attached application to anyone who you believe may be interested. Our focus in 2013-14 will be on data collection.***
- DITWD update from Heather. *Heather Lott, MMSD, really enjoyed this day with her team. NTC's Induction Program Continuum was used to determine goals for each district. MMSD decided that a focus for this year was to enhance the principal and mentor connection. Heather said this workday provided a good blend of individual reflection, small group discussion and large group work.*
- Waunakee Consult: Facilitating Learning Meetings for Adult Audiences. *About 50 attended from Waunakee. This consult was developed from parts of NTC's Creating and Facilitating Meetings workshop. It also provided tips on delivering Professional Development to adult audiences. The feedback was very positive. This may be a topic to consider for your 13-14 District Consult.*
- First Principal breakfast update from Tim Mommearts. *Tim reported that 12 Principals were in attendance. The focus was to identify one's vision and Emotional Intelligence and its impact on building climate and culture to help prepare principals for their first staff meetings of the new school year. Then they were introduced to a tool that was created by Tim and Tom Howe. Principals can use this to learn more about their new teachers and then have an opportunity to brainstorm support personnel to best meet the new teacher's needs. This tool can be found on the Principal Resources page: http://dcntp.org/wp-content/uploads/2013/09/Principal-New-Teacher-Profile-Tool-8_2013.pdf Please note that DCNTP could design a possible in-district consult around this tool.*
- 12 attended first Release Mentor Forum; MMSD, Waunakee, Stoughton, SPASD and MG represented. *Program Leaders or lead mentors are also welcome to attend to see how these mentor forums are run. Please contact Melissa Ohm to schedule a date if you have a program leader who is interested.*

Learning II: Data purpose and Type

Identify our purpose for DCNTP data collection and determine which data to collect.

Board read the NTC Practice Brief: *An Induction Program Impact Plan* which can be found here:

<http://www.newteachercenter.org/products-and-resources/practice-briefs/induction-program-impact-plan>

The Board brainstormed on what they wanted to know about DCNTP's value to its members. The responses were as follows:

- *Do we make new teachers better, faster?*
- *What tools are mentors using and with what impact?*
- *What is the retention at 3 years, 5 years and 10 years? In district, In consortium In profession?*

- Track the movers, leavers and stayers?
- What is the on-going DCNTP PD Participation of our member district's participants?
- Leadership development in our newer teachers?
- Standard achievement in consortium/models compared to non-consortium?

Then in pairs, the board reviewed the NTC Induction Program Standards on page 6 and practice Brief above. Based on these standards, they were asked to consider data of implementation and data of impact to collect, based on our purpose. Pairs developed a t-chart and these will be shared with our NTIN participants as a starting point as they review the data DCNTP should be collecting. A copy of the t-charts can be found here:

<http://dcntp.org/wp-content/uploads/2013/09/Board-Data-Collect-T-Charts-for-NTIN.pdf>

Our sister consortium, SEWNTP has created some induction surveys that they use to survey their district members. They are available to review on our website:

http://dcntp.org/wp-content/uploads/2013/09/Board-SEWNTP-Data-Survey-Sample-9_2013.pdf

The next step will be to discuss with NTIN: Why do we want to collect the data we want to collect? Is what we are doing impacting teacher practice? Can we use the data collected to enhance our practice?

Learning III: Small District Support

Tabled this discussion until our next meeting. Small districts have unique induction needs that may not currently be addressed in our DCNTP service offerings. *In order to enhance the offerings for the districts in our consortium with fewer than 2500 students, we request that Board members from our small districts please forward a list of their current induction needs to Tom Howe. DCNTP will use this information to develop SMART strategies to specifically meet these needs.*

Managing:

- District Council Meeting: September 30, focus on mentor support tools (with an eye toward 1:1 programs) and sharing data collection surveys/tools.
- Draft Sub list for Board Member Absence can be found here:
http://dcntp.org/wp-content/uploads/2013/09/Board-Member-Backup-List-9_2013.pdf
We believe it is important to have full board representation at each meeting. Therefore, we have put together a list of possible subs to contact should you need to be absent for any of our meetings. We are still looking for a new teacher who could sub for Ruthie Schaap, Marshall. Tom H. will ask our district program leaders for possible suggestions. He will then contact the subs on this list to verify that they are willing to be subs. He will then forward the approved sub list with contact information to you. It will then be the board member's responsibility to contact a sub if they cannot attend one of our upcoming meetings.
- Release Mentor Forum, October 4.
- Beginning Teacher Seminar I: Candlewood Suites, September 26, Clinic-style seminar, *First Aid in Your First Month.*
- *Coaching and Observation Strategies*, October 8-9.
- Principal Breakfast #2: *Supporting Beginning Teachers in Formative Assessment.*
- In-district consultations: schedule yours now!
- Upcoming Meetings: 1) Revisit and shape our next three year plan; 2) Marketing DCNTP and reestablishing contacts with area districts; 3) Seeking sponsorships; 4) Identifying DCNTP's short- and long-term top priorities 5) Small District Support

Next meeting: October 29, 4-6 pm, McFarland District Office.